



## Canada Emergency Wage Subsidy (CEWS)

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## How to apply

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## Before you apply

- ✓ Make sure your business details and direct deposit information for your payroll accounts (RP) are up to date. This will ensure that any payments to you will be processed quickly and easily.

▶ Register your payroll accounts for direct deposit

- ✓ You need to [calculate the estimated subsidy](#) for your business.

- ✓ If you are expecting a payment of \$25 million or more, you will have to get your payment through the large value transfer system (LVTS).  
Learn more: [LVTS registration process](#).

## Apply for CEWS

The subsidy will be processed at the payroll program (RP) account level, so you will have to file a separate application for each RP account.

### ▼ Read the Privacy Statement

#### Privacy Notice for the Canada Emergency Wage Subsidy

When you apply for the Canada Emergency Wage Subsidy (CEWS), your information is collected under the authority of the Income Tax Act as part of the Government of Canada's response to the COVID-19 pandemic. The personal information bank CRA PPU 120 in [Info Source](#) is being updated to reflect this program.

The information you provide will be used for the purpose of (i) administering your application, and could be used for (ii) issuing a payment to your business, (iii) verifying that your business meets the program's eligibility requirements, and (iv) to collect any overpayments or erroneous payments that may have been issued. Failure to provide information will affect consideration for the subsidy. Providing false information may lead to penalties and other serious consequences.

Please note that to process your application we will need to access information in your tax file. Information regarding your participation in the program may be disclosed to the public in accordance with the Income Tax Act.

Under the Privacy Act, you have a right of protection, access to and correction of your personal information and to file a complaint with the Privacy Commissioner of Canada regarding our handling of your information.

For an in-depth understanding of the online application requirements and input fields, refer to: [CEWS application guide](#)

There are **three ways** to apply:

- ① Most businesses may apply using My Business Account

Sign in to My Business Account

[Register for My Business Account](#)

- ② Business representatives may apply using Represent a Client

Note: Only representatives authorized at **Level 2 or 3** will be able to apply

Sign in to Represent a Client

[Register for Represent a Client](#)

▼ Download: Attestation for owner/managers and/or senior employees

If you are completing the application as a representative of an employer, you are required to have the owner (or person who is financially responsible) complete and sign an attestation form. Keep this signed form in case we ask you to submit it in the future.

**Download:** [Attestation for owner/managers and/or senior employees \(PDF\)](#)

- ③ If neither are an option for you, use the Web Forms application with your web access code

Sign in to the Web Forms application

[Get a web access code \(WAC\)](#)

After you apply →

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