

Birth Registration and Canada Child Benefits

The Canada Revenue Agency (CRA) and the Directeur de l'état civil (Services Québec) are partnering to offer a new, quick, easy, and secure way to apply for all child benefit programs for your newborn. This includes the Canada Child Tax Benefit (CCTB), the Universal Child Care Benefit (UCCB), the GST/HST credit, and any related provincial/territorial programs the CRA administers.

After your child's birth has been registered, and with your consent, the Directeur de l'état civil will send the registration information over a secure communication network to the CRA. The CRA will then determine if you are eligible for benefits.

How do you register?

If you are the biological mother, and a Canadian citizen or permanent resident and you are primarily responsible for the care and upbringing of your child, all you need to do is:

- Complete the *Declaration of Birth* form.
- Sign Section 2 "Canada Revenue Agency" on the *Request for Simplified Access to Birth-Related Government Programs and Services* form in order to consent to the Directeur de l'état civil sharing your information with the CRA.
- Provide your social insurance number (SIN) in Section 1 on the *Request for Simplified Access to Birth-Related Government Programs and Services* form.

Note: If you do not provide your SIN, it may result in a delay in processing your application or issuing payments.

The CRA may contact you if more information is needed.

The following information will be sent to the CRA, **after** your child's birth has been registered with the Province of Quebec:

- your name, date of birth, place of birth, SIN, and mailing address;
- your child's name, date and place of birth, sex of the child; and
- your child's birth registration number.

Note: Your marital status information is **not** sent to the CRA. You **must** inform the CRA if your marital status has changed by using the *Change my marital status* online service at www.cra.gc.ca/myaccount, or by using Form RC65, *Marital Status Change*, available on the CRA Web site at www.cra.gc.ca/forms, or by calling 1-800-387-1193.

If you give your consent on the *Request for Simplified Access to Birth-Related Government Programs and Services* form, **do not** reapply for your child's benefits using the CRA online service or Form RC66, *Canada Child Benefits Application*. If you reapply it may result in a delay in processing your first application or issuing payments.

If you do not consent

If you do not give your consent, the information you provided on the *Declaration of birth* form will not be sent to the CRA. You will then have to apply for Canada child benefits either by using the Apply for child benefits online service at www.cra.gc.ca/myaccount, or by using Form RC66, *Canada Child Benefits Application*, available on the CRA Web site at www.cra.gc.ca/forms.

Payments and direct deposit

To receive your payments, you and your spouse or common-law partner **must** each file an income tax and benefit return every year, even if you have no income to report.

Any amounts that may be due to you will be sent as soon as the birth registration and the benefit application processes are done. Once the CRA receives your application, you may expect your first notice/payment within 80 calendar days. We encourage you to choose the option of direct deposit to receive your payments. To use the CRA's direct deposit service go to www.cra.gc.ca/myaccount, or get the *Direct Deposit Enrolment Form*, on the CRA Web site at www.cra.gc.ca/forms.

Whether you receive your payments by cheque or direct deposit, you **must** inform the CRA of your new address each time you move.

To reach the CRA

For more information regarding this new service, visit the CRA Web site at www.cra.gc.ca/aba.

For general enquiries about your Canada child benefits payments or to update your personal information, go to www.cra.gc.ca/benefits, or call 1-800-387-1193.

Personal Information Collection Statement

Personal information requested as part of this service is collected under section 4 of the *Privacy Act* and is used to register your child for Canada child benefits. The CRA needs this information to process your application.

The CRA collects and uses personal information in accordance with the federal *Privacy Act*, which states that individuals have the right to access their personal information and ask for changes if it is incorrect. To exercise your right in that regard, please contact our privacy co-ordinator at 1-866-333-5402. For more information on the *Privacy Act*, visit the Web site of the Office of the Privacy Commissioner of Canada at www.priv.gc.ca.

Personal information bank

The personal information collected by the CRA from the Directeur de l'état civil (Services Québec) is described in personal information bank No. CRA-PPU-063. This information will be kept for a minimum of two years following the last administrative action related to the information. Then it will be destroyed.