



Canada Workers Benefit Advance Payments Application for 2020

Use this form to apply for Canada workers benefit (CWB) advance payments.

You need to apply after January 1, 2020, and before September 1, 2020. Applications received after August 31, 2020 will not be processed. Your application, if approved, will be valid for 2020 only.

For more information, see the "General information" on pages 5 and 6 or go to canada.ca/canada-workers-benefit.

Do not use this area.

Step 1 – Your information

First name: _____

Last name: _____

Social insurance number: _____

Year Month Day

Date of birth: _____

Home telephone number: _____

Work telephone number: _____

Your language of correspondence: English Français

Mailing address

Unit no. – street no. street name, PO box, RR: _____

City: _____

Province or territory: _____

Postal code: _____

Home address, if different from mailing address (unit no. – street no. street name, RR, city, province or territory, postal code): _____

Select the box that applies to your current marital status (select only one box). See the definitions on page 6.

Married Living common-law Separated Divorced Widowed Single

Enter the date the selected status began (leave it blank if you have always been single): _____

Step 1 – Your information (continued)

Will you be a resident of Canada from January 1 to December 31, 2020? Yes No

If **no**, you cannot get CWB advance payments.

Will you be a full-time student for more than 13 weeks in 2020? Yes No

If **yes**, do you have an eligible dependant? (See the definition on page 6.) Yes No

If you will be a full-time student for more than 13 weeks in 2020, you are eligible for CWB advance payments **only** if you have an eligible dependant.

Step 2 – Your spouse's or common-law partner's information

First name: _____

Last name: _____

Social insurance number:

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Year Month Day

Date of birth:

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If your spouse's or common-law partner's address is different from yours, enter it here; otherwise, their address will be updated to match the address indicated in Step 1. _____

Will your spouse or common-law partner be a resident of Canada from January 1 to December 31, 2020? Yes No

Will your spouse or common-law partner be a full-time student for more than 13 weeks in 2020? Yes No

Step 3 – CWB disability supplement

Do you or your spouse or common-law partner qualify for the disability supplement? Yes No

If **yes**, would you like to get the supplement as part of your CWB advance payments? Yes No

For more information, see "CWB disability supplement" on page 5.

Step 4 – Expected income for 2020

Report all of your and your spouse's or common-law partner's expected income for 2020. You can choose to include tax-exempt income earned on a reserve and emergency volunteer allowances in the expected working income. If you do so, you must also include all other tax-exempt income earned on a reserve and emergency volunteer allowances in your and your spouse's or common-law partner's other expected income.

Expected working income for 2020

	You	Your spouse or common-law partner	
Employment income (include tips, gratuities, and benefits under a wage-loss replacement plan)			1
Net self-employment income (excluding losses)	+	+	2
Taxable part of scholarships and grant income	+	+	3
Total expected working income			
Add lines 1 to 3	A =	=	4

Other expected income for 2020

Employment insurance and other benefits, Canada Pension Plan or Quebec Pension Plan benefits, and social assistance payments	+	+	5
Other income (for example, other pensions or superannuation, taxable amount of support payments, interest income, and rental income). Do not include any registered disability savings plan income or universal child care benefit payments	+	+	6
Total income			
Add lines 4 to 6	=	=	7

Expected deductions for 2020

Total amount that you or your spouse or common-law partner expect to deduct in 2020 (for example, child care expenses, RRSP contributions, registered pension plan contributions and other employment expenses). Do not include any registered disability savings plan income repayments, universal child care benefit repayments, or deduction for split income	-	-	8
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Expected net income for 2020

Line 7 minus line 8 (if negative, enter "0")	B =	=	9
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Step 5 – Signature

If you have a spouse or common-law partner, they also need to sign this form.

I certify that the information given on this form and in any attached document is correct and complete.

Your signature _____ Date

Year				Month			Day		

Spouse's or common-law partner's signature _____ Date

Year				Month			Day		

Personal information (including the SIN) is collected for the purposes of the administration or enforcement of the Income Tax Act and related programs and activities including administering tax, benefits, audit, compliance, and collection. The information collected may be used or disclosed for purposes of other federal acts that provide for the imposition and collection of a tax or duty. It may also be disclosed to other federal, provincial, territorial or foreign government institutions to the extent authorized by law. Failure to provide this information may result in interest payable, penalties or other actions. Under the Privacy Act, individuals have the right to access their personal information, request correction, or file a complaint to the Privacy Commissioner of Canada regarding the handling of the individual's personal information. Refer to Personal Information Bank CRA PPU 178 on Info Source at canada.ca/cra-info-source.

General information

Is this form for you?

The Canada workers benefit (CWB) is for low-income individuals and families who have earned income from employment or business.

You cannot apply for CWB advance payments for 2020 if you become or cease to be a resident of Canada in 2020. Also, you cannot apply if you expect to receive split income but cannot estimate the amount to include in your or your spouse's or common-law partner's expected income for 2020. For more information on split income, see [Form T1206, Tax on Split Income](#).

What are CWB advance payments?

CWB advance payments represent a maximum of **50%** of the CWB refundable tax credit that you can claim on your 2020 tax return. Any CWB that you are entitled to and do not get as advance payments will be credited to you when we assess your 2020 tax return.

CWB disability supplement

If you are eligible for the CWB **and** the disability tax credit (DTC), fill out Step 3 of this form to request disability supplement advance payments for 2020. This will be included as part of your CWB advance payments.

You are eligible for the DTC if we have approved a Form T2201, Disability Tax Credit Certificate, for you.

For more information about the DTC, go to [canada.ca/disability-tax-credit](#).

Do you have a spouse or common-law partner?

If you have a spouse or common-law partner, the person who expects to have the higher working income in 2020 will get the CWB advance payments for the family, **unless one of you** qualifies for the disability supplement. In that case, the person who qualifies for the disability supplement will get the advance payments.

If **both** of you qualify for the disability supplement, we will make the advance payments to the person with the higher expected working income in 2020. However, only one person will get the disability supplement in advance payments. The other person must claim the supplement on their tax return.

When will you get CWB advance payments?

Your CWB advance payment will be divided by the number of remaining payments for the year and will be paid in equal instalments. Payments are issued in **April, July and October 2020, and January 2021**.

If the total of your annual CWB advance payments calculated is less than \$100, you will not get any advance payments. However, if you are eligible for the CWB, you can still claim it on your tax return.

Why do you need to send a tax return?

If you receive CWB advance payments, you have to send a tax return.

At the beginning of 2021, we will send you a statement of the CWB advance payments you received for you to use when filling out your 2020 tax return. You will get any additional CWB that you are entitled to when you send your 2020 tax return. However, if the CWB advance payments you received in 2020 were more than the total CWB you are entitled to, you may have to repay the difference when you send your 2020 tax return.

When should you contact us?

You must tell us if your situation changes, as your advance payments may be affected.

After you apply, use My Account at [canada.ca/my-cra-account](#), My CRA mobile app at [canada.ca/cra-mobile-apps](#), or call at **1-800-959-8281** to tell us about any of the following changes:

- you move (you can also send [Form RC325, Address change request](#))
- you get your payments by direct deposit and your banking information changes
- your marital status changes (you can also send [Form RC65, Marital Status Change](#))

Notes

Do **not** inform us of your separation until you have been separated for 90 consecutive days or more.

If your marital status changes, you may have to send another application before September 1, 2020 to continue receiving the CWB advance payments.

Call **1-800-959-8281** to tell us about any of the following changes:

- You or your spouse or common-law partner no longer meet the CWB eligibility requirements (for more information, go to [canada.ca/canada-workers-benefit](#)).
- Your or your spouse's or common-law partner's income changes significantly.
- You ceased to be a resident of Canada.
- A recipient died.

Definitions

Married – you are legally married to someone.

Living common-law – you are living in a conjugal relationship with someone to whom you are not married and to whom **one** of the following situations applies. They:

- have been living with you for at least 12 continuous months. This includes any period you were separated for less than 90 days because of a breakdown in the relationship
- are the parent of your child by birth or adoption
- have custody and control of your child (or had custody and control immediately before the child turned 19 years of age) and your child is wholly dependent on that person for support

Separated – you have been living apart from your spouse or common-law partner because of a breakdown in the relationship for a period of **at least 90 days** and you have not reconciled.

Once you have been separated for 90 days, the effective day of your separated status is the day you started living apart.

You would still be considered to have a spouse or common-law partner if there is **no** breakdown in the relationship and you were living apart for reasons such as:

- work
- studies
- health problems

Note

Generally, you are not considered separated if your spouse or common-law partner is incarcerated or does not live in Canada, as long as there is no breakdown in your relationship.

Divorced – you were married and are now legally divorced.

Widowed – your spouse or common-law partner is deceased.

Single – you are single and no other marital status applies to you.

Spouse – the person to whom you are legally married.

Eligible dependant – for CWB purposes, an eligible dependant is a person who meets **all** of the following conditions. They are:

- your or your spouse's or common-law partner's child
- under 19 years of age and living with you on December 31, 2020
- not eligible for the CWB for 2020

Where do you send this form?

Send this form and any documents to the following address:

Sudbury Tax Centre
Post Office Box 20000, Station A
Sudbury ON P3A 5C1

Direct deposit

Direct deposit is a fast, convenient and secure way to get your CRA payments directly into your account at a financial institution in Canada. For ways to enrol for direct deposit or more information, go to canada.ca/cra-direct-deposit.

What if you need help?

If you need more information after reading this form, go to canada.ca/canada-workers-benefit or call **1-800-959-8281**.

To get our forms and publications, go to canada.ca.ca/cra-forms or call **1-800-959-8281**.