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Canada Revenue Agency / Agence du revenu du Canada

Protected B when completed

T3 Application for Trust Account Number

Important – To process your application, we need a copy of the trust document **or** the last will and testament. If we do not receive either of these, we will not process the form. This form will be used to create a trust account number for each trust type to file the corresponding return.

Step 1 – Trust information

Name of trust

For office use only

T ___ – ____ – ___

Your language of correspondence: ☐ English ☐ French

Step 2 – Primary trustee contact information

Choose only one of the following options and fill in the required information as it applies to the trustee.

☐ Option 1 – Individual (For example, a trustee, a filer, a custodian, an executor, a liquidator, or an administrator)

First name of trustee	Last name of trustee	Telephone number

☐ Option 2 – Non-individual (For example, a corporation, a partnership, or a trust company)

Name of non-individual

First name of contact person	Last name of contact person	Telephone number

Step 3 – Address

Enter the address of the primary trustee for the option you chose in Step 2.

Address of the trustee

City	Province or territory	Postal code

Step 4 – Mailing address

☐ The mailing address is the same as the primary trustee in Step 3

If the mailing address of the trust is different from the address above, fill in this section.

Mailing address

Care of (C/O)

City	Province or territory	Postal code

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Step 5 – Representative contact information

If you want to authorize additional representatives please fill in and attach a form AUT-01.

Choose only **one** of the following options and fill in the required information as it applies to the additional representative:

☐ Option 1 – I am authorizing an individual

First name of the individual	Last name of the individual	Telephone number	Extension

☐ Option 2 - I am authorizing a firm (For example, a corporation, a partnership, or a trust company)

Firm name	Telephone number	Extension

Check only **one** of the following options:

☐ Option 1 – Allow view **only** access

We can disclose information on your account to your representative. Your representative can also make payment arrangements for you.

☐ Option 2 – Allow view and update access

We can disclose information on your account to your representative. Your representative can also make payment arrangements for you. Your representative can also request to make some changes on your account. For a list of things your representative will not be able to update, see page 3.

This authorization will stay in effect until it is cancelled or it reaches a set expiry date.

If you want this authorization to expire, enter an expiry date. Year Month Day

Step 6 – Additional trust information

Testamentary trust

A testamentary trust is a trust or estate that is generally created on the day a person dies. The terms of the trust are established by the last will and testament or by a court order for the deceased individual's estate under provincial or territorial law.

If this trust was created upon the death of an individual, fill in the date of death and SIN of the deceased.

Date of death: Year Month Day

Social insurance number of the deceased:

Qualifying environmental trust

If the trust is a qualifying environmental trust, enter the Province or Territory of site:

Additional CRA information

If this trust has any of the following information, fill in the numbers as applicable.

Payroll account number R P

CRA registration number

Plan number

A copy of the trust document or will is attached ☐ Yes ☐ No

If no, provide an explanation

Step 7 – Signature and date

Certification by primary trustee.

Important: You must send a copy of the **legal document** (trust agreement or will) with your T3APP. If there are additional trustees named in the legal document they will be given authorization to interact with the CRA on behalf of the trust.

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

First name of trustee	Last name of trustee	Trustee's signature	Date (YYYYMMDD)

If the trust requires more signatures, add them as needed following the model above.

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Instructions and Information

Applying for a trust account number

A trustee can apply for a trust account number in order to file the corresponding return. A trustee is an individual or a trust institution that holds legal title to property in trust for the benefit of the beneficiaries. A trustee includes an executor, administrator, or liquidator who owns or controls property for some other person.

Note
This does not apply to a non-resident trust electing to file an income tax return under section 216 of the Income Tax Act.

What documents you need to send

You must send a **completed and signed** Form T3APP, T3 Application for Trust Account Number, and a **copy** of the **trust document or the last will and testament** to the Canada Revenue Agency (CRA).

Note
Do not attach Form T3APP to any of your trust returns.

Receiving and using the trust account number

Once the CRA has processed this form, a trust account number will be mailed to the trust. Include the number on all correspondence for the trust.

Representative

Your representative **cannot** update any of the following:

- address
- marital status
- direct deposit information
- other representatives
- pre-authorized debit agreement

Sending your Form T3APP and related documents

How to send your application and documents online

You can send this form online through two of the CRA's secure portals:

- **My Account**. You have to log into My Account at canada.ca/my-cra-account to access the submit documents feature.
- **Represent a Client**. Registered representatives can access the submit documents feature by logging into Represent a Client at canada.ca/taxes-representatives.

By mail

If the trustee is a deemed resident **or** if the trustee’s mailing address is in:

- Alberta
- British Columbia
- Manitoba
- Northwest Territories
- Nunavut
- Saskatchewan
- Yukon
- Specific areas of Ontario (Hamilton, Kitchener-Waterloo and their surrounding areas)
- Specific areas of Quebec (Montreal, Sherbrooke and their surrounding areas)
- An area outside of Canada

Send Form T3APP and documents to:

Winnipeg Tax Centre
66 Stapon Road
Winnipeg MB R3C 3M2

If the trustee's mailing address is in **any other Canadian location not listed above**, send Form T3APP and documents to:

Sudbury Tax Centre
1050 Notre Dame Ave
Sudbury ON P3A 5C1

Additional information

For more information, see Guide T4013, T3 Trust Guide, go to **canada.ca**, or call one of the following numbers:

- toll-free within Canada and the Continental U.S.A: **1-800-959-8281**
- from outside Canada and the Continental U.S.A, the CRA accepts collect calls by automated response at **613-940-8495**. In a collect call, you may hear a beep and experience a normal connection delay.