

How do I get a copy of my Proof of Income Statement or Notice of Assessment (NOA)?

Your Notice of Assessment is annual statement of your tax return that the Canada Revenue Agency sends you every year after you file your tax return.

A Proof of Income Statement is a simple version of your tax assessment that summarizes your income and deductions for the tax year. You need to file your taxes **every** year to be eligible for rent-geared-to-income subsidy.

You can get a Proof of Income Statement or NOA from the Canada Revenue Agency (CRA) online or by mail.

ONLINE

The [CRA My Account](#) is a secure portal that lets you view your personal income tax and benefit information and manage your tax affairs online.

If you are not already registered for My Account, you can sign up on the CRA website at: canada.ca/my-cra-account.

There is a helpful video on the CRA site to walk you through how to register for My Account. There are two options to register: Option 1 – Using a Sign in Partner, like a bank and Option 2 – a direct CRA Login.

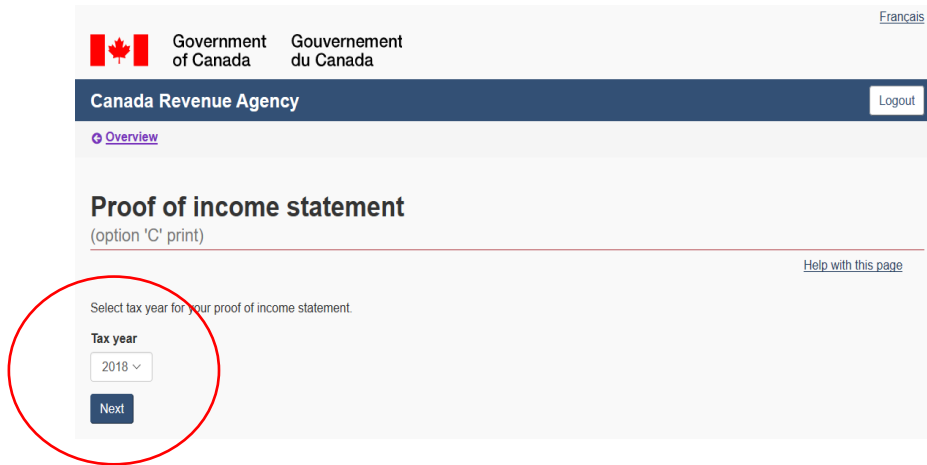
If you are registered for my Account, you can easily print a Proof of Income Statement

1. Sign into your [CRA My Account](#) online
2. Under Related Services, click on Proof of income statement (option "C" print)

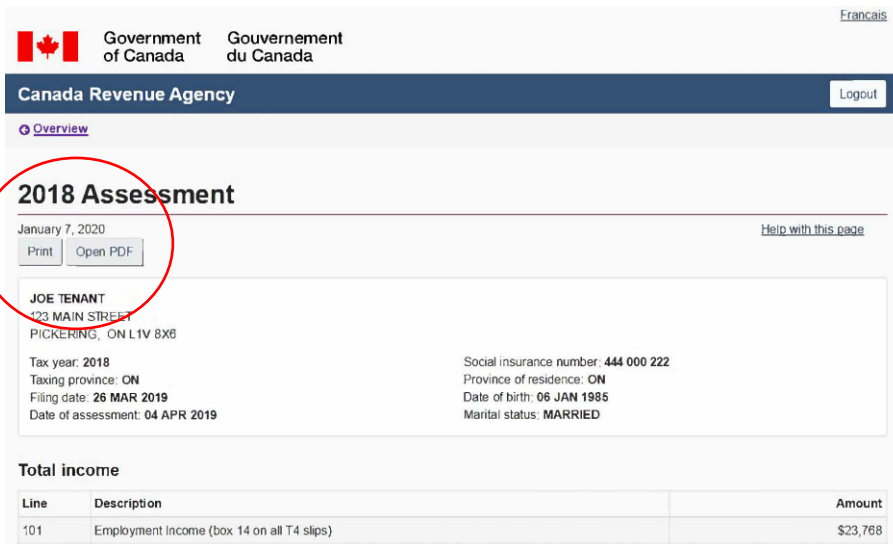
The screenshot shows the CRA My Account interface for user JOE TEANANT. The page is titled 'Overview' and is dated 'As of August 1, 2019'. Under the 'Tax returns' section, it states: 'Your 2018 return was assessed and a refund of \$98.04 was deposited directly into your bank account on April 4, 2019.' Below this, there is a link to 'View your 2018 Notice of Assessment' and a 'Change my return' button. The 'Accounts and payments' section shows a balance of \$0.00 and a link to 'View statement of account'. The 'Benefits and credits' section is partially visible. On the right side, under 'Related services', the following items are listed: 'Tax information slips (T4 and more)', 'Change my address and phone number(s)', 'Arrange my direct deposit', 'Notification preferences', 'Proof of income statement (option 'C' print)', 'Authorize representative(s)', 'Audit enquiries', 'Register my formal dispute', and 'Open a non-resident tax account'. The 'Proof of income statement (option 'C' print)' link is circled in red.

If you need this information in a different format please contact the office at _____.

3. Select the Tax Year that you want to see from the drop-down list.



4. Click the Next button. Your Proof of Income Statement will open.



5. Click the Print Button to print a copy of the Proof of Income Statement.

6. Click the Open PDF button to save the document and then it can be emailed as a PDF attachment.

BY MAIL

You can order a copy to be mailed to you by calling Canada Revenue Agency (CRA) for your Notice of Assessment at 1-800-959-8281 or Proof of Income Statement at 1-800-267-6999.

You will need to verify your identity when you call. You will need:

- Your full name and date of birth
- Your social insurance number (SIN)
- Your complete address, including postal code
- Line 150 from you most recent tax assessment.

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