

# **CANADA EMERGENCY RENT SUBSIDY (CERS)**

How to Apply

# Canada Emergency Rent Subsidy

<https://www.canada.ca/en/revenueagency/services/subsidy/emergency-rent-subsidy.html>

Canadian businesses, non-profit organizations, or charities who have seen a drop in revenue due to the COVID-19 pandemic may be eligible for a subsidy to cover part of their commercial rent or property expenses, starting on September 27, 2020, until June 2021.



**This subsidy will provide payments directly to qualifying renters and property owners, without requiring the participation of landlords.**



If you are eligible for the base subsidy, you may also be eligible for lockdown support if your business location is significantly affected by a public health order for a week or more.

**The current claim period is for expenses from September 27 to October 24, 2020**

**Go here to see all current and upcoming claim periods:**  
<https://www.canada.ca/en/revenueagency/services/subsidy/emergency-rentsubsidy/cersperiods-apply.html>

# Who Can Apply?

To be eligible, you must meet **ALL FOUR** following criteria:

1

- You had a CRA business number on September 27, 2020 OR
- You had a payroll account on March 15, 2020, or another person or partnership made payroll remittances on your behalf, OR
- You purchased the business assets of another person or partnership who meets condition 2 above, and have made an election under the [special asset acquisition rules](#)

2

- Are an eligible business, charity, or non-profit (eligible entity)
- [Check which businesses, charities, or non-profits are eligible](#)

3

- Experienced a Revenue drop. Your drop in revenue is calculated by comparing your eligible revenue during the reference period with your eligible revenue from a previous period (baseline revenue).
- There is no minimum revenue drop required to qualify for the subsidy. The rate your revenue has dropped is only used to calculate how much subsidy you receive for these periods.
- [Calculate your revenue drop](#)

4

- Have eligible expenses
- To apply for CERS, you must have a qualifying property. Only certain expenses you pay for qualifying properties are eligible for CERS
- [Learn about eligible expenses](#)

# 1. Gather Information

For each qualifying property, you will need the following:

- amounts you owe or have paid for all eligible expenses
- property address
- name and contact information of your:
  - mortgage holder if you have a mortgage on the property
  - landlord if you rent the property

The application form will accept information for **up to 3** properties. If you have more than 3, enter information for the 3 properties with the highest eligible expenses.

Keep the information for all properties in your records in case you are asked for it at a later date.

# 2. Register & Login

Go to:

- <https://www.canada.ca/en/revenueagency/services/subsidy/emergency-rent-subsidy/cers-howapply.html#h-1>
- Login to your **My Business Account** (or register if you do not have one)
- Once logged-in, ensure your mailing address and contact information is up to date, and set up a CERS number and direct deposit
- Click the application link



Canada.ca > Business and industry > Canada Emergency Rent Subsidy (CERS)


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### How to apply

On this page

- [Set up your online account](#)
- [Before you apply for a period](#)
- [Apply for CERS](#)

### Set up your online account

 **Sign up for My Business Account**

You must apply for CERS online through either:

- My Business Account  
[Register for My Business Account](#)

or

#### Sections

- [Who can apply.](#)
- [Periods you can apply for](#)
- [Expenses you can claim](#)
- [Calculate your subsidy amount](#)
- [How to apply](#)
- [How to fill out the application form](#)
- [After you apply.](#)
- [Contact us about CERS](#)

# 3. Fill Out Application Form

*In your **My Business Account**, fill out the following information in the application form:*

- CERS number and business name
- Period covered by this claim > choose the current period
- Claim information, including eligible expenses
- Qualifying rent expenses
- Revenue Drop
- Subsidy Top-up (lockdown support) - select 'yes' if you have been subject to a public health restriction

# 4. After You Submit



## More Information:

<https://www.canada.ca/en/revenueagency/services/subsidy/emergency-rent-subsidy/cers-after-apply.html>

The CRA will collect applications over the coming days and, on **November 30**, process applications received to date.

Qualifying organizations whose claims successfully clear the CRA's automated verification system and are registered for direct deposit should expect to begin receiving payments starting on **December 4**.

If you have set up direct deposit, you can generally expect to receive your payment within 3 to 8 days after filing your claim. Your payment may be delayed if we need to contact you for additional information as part of the review of your claim. The CERS is paid by direct deposit or by cheque.

# Help and Support

## Contact the CRA



**1-800-959-5525**

**Monday to Friday: 9  
am-8 pm (local time)**

[https://www.canada.ca/en/revenueagency/  
services/subsidy/emergencyrent-subsidy/cers-contact.html](https://www.canada.ca/en/revenueagency/services/subsidy/emergencyrent-subsidy/cers-contact.html)

## Contact the BusinessTO Support Centre



[https://www.toronto.ca/home/covid-  
19/covid-19-economic-support-recoveryfor-  
businesses/covid-19-business-  
sectorresources/  
businesssto-support-centre/](https://www.toronto.ca/home/covid-19/covid-19-economic-support-recoveryfor-businesses/covid-19-business-sectorresources/businesssto-support-centre/)



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**THE CAREER FOUNDATION**

Developing Human Potential