

# Address Change Notification to Canada Revenue Agency – Businesses

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Methods available for businesses to [change your address](#) with Canada Revenue Agency (CRA):

1. Online
2. By phone
3. By mail or fax

## Online

If you have registered with the [My Business Account](#) service with CRA, you can change your address by logging into your account.

## By phone

Phone CRA Business Enquiries at 1-800-959-5525.

To verify your identify, you will need your business number, business name, mailing address on record with CRA, and a prior tax return, notice of assessment, reassessment or other tax document.

## By mail or fax

You can mail or fax a letter including the following information:

- Signature
- Business name
- Business number (BN)
- Old address
- New address
- Effective date of change
- List of CRA program accounts that need to be updated with the new address

Send the letter to your [business processing tax centre](#):

Prince Edward Island Tax Centre  
275 Pope Road  
Summerside, PE C1N 6A2

Sudbury Tax Centre  
PO Box 20000 Stn A  
Sudbury, ON P3A 5C1

We will make every effort to ensure this document is current and accurate. However, due to the pace of changes in the tax and accounting industries we cannot guarantee the continued relevance of the information provided. The information and resources provided are not a substitute for professional advice and may not be appropriate for your situation.

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