



Rhonda S. Cockwill
Professional Corporation
Chartered Professional Accountant

403-851-2002

info@rcockwillcga.com

4, 346 Railway Street W.
Cochrane, AB T4C 1B3

www.rcockwillcga.com

Chartered Professional Accountant | Estate and trust tax services

CRA Clearance Certificates for Estates

What is a CRA clearance certificate?

A CRA clearance certificate confirms that the Canada Revenue Agency has accepted payment or security for the amounts for which the deceased taxpayer, estate or trust is liable for the period covered by the certificate. It helps protect the executor or other legal representative from personal liability when the remaining estate property is distributed.

A clearance certificate is not automatically required for every estate. However, an executor, lawyer, financial institution or beneficiary may request one before the estate is finalized. Distributing the estate without appropriate clearance can expose the legal representative to liability for unpaid tax, up to the value of the property distributed.

When should an estate apply?

The application is generally prepared after the estate's required tax filings and payments are substantially complete. Before applying, the executor should normally have:

- filed the required personal and trust income tax returns;
- received the related notices of assessment or reassessment;
- paid or secured all known income tax, CPP, EI, GST/HST (if applicable), interest and penalties; and
- assembled an accounting of the estate assets and distributions.

Do not distribute the final residue too early

A clearance certificate is intended to be obtained before the final distribution of the property covered by the certificate. Interim distributions may sometimes be possible if enough property is retained to satisfy CRA and other estate obligations. The executor should obtain legal and tax advice before distributing estate property.

What information will we ask you to provide?

The exact requirements depend on the estate. A typical file includes:

- the signed will, codicils and any probate or administration documents;
- the death certificate and the executor's current contact information;
- the deceased's SIN and the estate's trust account number, if one exists;
- copies of relevant T1 and T3 returns, notices of assessment and proof that balances have been paid;
- a detailed list of assets, including bank and investment accounts, jointly held property, registered plans and real estate;
- values and tax cost information for estate property, where applicable;
- a statement of distributions already made and the proposed distribution of the remaining estate; and
- beneficiary information required by CRA, particularly where property other than cash will be distributed.

How Rhonda can assist

Rhonda S. Cockwill Professional Corporation can help the executor and the estate’s lawyer prepare a clear, organized application package. Our services may include:

- reviewing whether the estate appears ready for a clearance-certificate application;
- identifying outstanding tax returns, assessments, payments or account issues;
- preparing or reviewing Form TX19 and the supporting schedules;
- organizing the asset, distribution and proposed holdback information CRA requires;
- reconciling estate activity to the tax filings and available account records;
- submitting the package to CRA when properly authorized;
- responding to CRA follow-up questions and coordinating with the executor and lawyer; and
- helping the executor understand the tax steps that remain before the estate can be finalized.

How long does it take?

CRA indicates that it generally sends an acknowledgement within 45 days after receiving a request. A complete application may take up to 120 days to assess, and complex or incomplete files can take longer. Starting with a complete, reconciled package reduces avoidable delays, but processing time remains under CRA’s control.

Ready to discuss an estate clearance certificate?

Contact **Rhonda S. Cockwill Professional Corporation** to discuss the estate, the tax filings completed to date and the documents still needed. We can work directly with the executor and coordinate with the estate’s lawyer to prepare the tax and accounting information for the application.

CONTACT RHONDA S. COCKWILL PROFESSIONAL CORPORATION

Cochrane, Alberta | 403-851-2002 | info@rcockwillcga.com | www.rcockwillcga.com

Suggested website disclaimer

This information is general in nature and does not constitute legal or tax advice for any particular estate. Requirements vary with the facts. Executors should obtain legal advice regarding probate, interpretation of the will, beneficiary entitlement and the timing of distributions.

Internal publishing notes — remove before posting

Publishing step	Complete
☐ Replace the telephone, email and contact-page placeholders in the call-to-action box.	☐ Rec'd ☐ N/A
☐ Add a link to the firm’s estate/trust tax service page, if available.	☐ Rec'd ☐ N/A
☐ Have the firm’s preferred legal disclaimer reviewed before publication.	☐ Rec'd ☐ N/A
☐ Review the page periodically against current CRA guidance and Form TX19.	☐ Rec'd ☐ N/A

Official CRA references used for this copy: Form TX19, CRA’s “Apply for a clearance certificate” guidance, and Information Circular IC82-6R13.