



The Regional Municipality of Durham

Social Services Department

Child Care and Early Years Division – Fee Subsidy Resources For Families

Title: How to Access and Submit your Notice of Assessment (NOA)

Revised Date: March 2026

Page #: 1 of 3

1. Steps to Access and Submit your Notice of Assessment (NOA)

Log In to your Canada Revenue Agency (CRA) account:

<https://www.canada.ca/en/revenue-agency/services/e-services/cra-login-services.html>

2. Steps to access the CRA from a laptop, desktop computer, or mobile device:

- Once you have logged into your account, select “Tax returns”
- Selecting “Tax returns” will bring you to this page below:



Canada Revenue Agency
My Account

NAVIGATION

- Overview
- Profile
- Tax returns**
- Accounts and payments
- Benefits and credits
- Savings and pension plans
- Progress tracker
- More services >

Tax returns

As of March 10, 2026

Tax returns and notices of assessment and reassessment

NETFILE access code: [icon]

Select a notice of assessment or reassessment to view more details.

Year	Status	Notice of Assessment or Reassessment	Date processed
2025	Not received	-	-
2024	Assessed	Notice of assessment	May 20, 2025

- Select the Notice of Assessment for the appropriate year.

Notice of assessment

Help

PDF

Print/Save

Notice details

Address:

YOUR NAME

YOUR ADDRESS

Social insurance number:

YOUR SIN

Tax year: 2024

Date issued: May 20, 2025

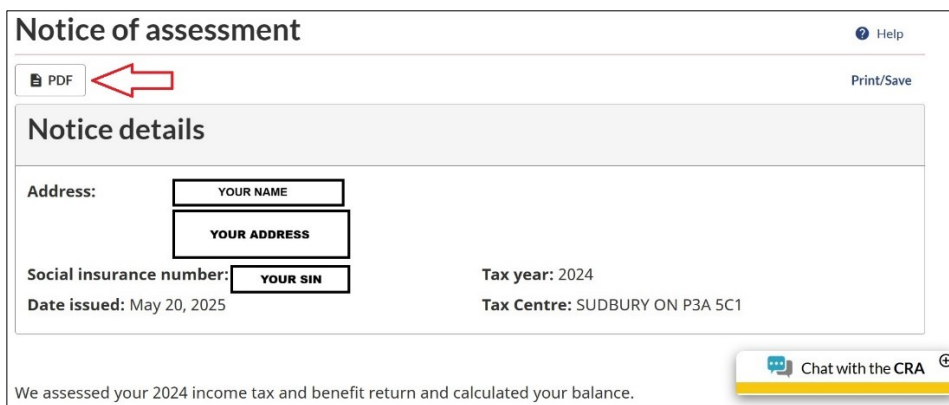
Tax Centre: SUDBURY ON P3A 5C1

Chat with the CRA

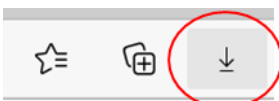
We assessed your 2024 income tax and benefit return and calculated your balance.

3. Accessing the CRA from a laptop or desktop computer

- Select "PDF" in the upper left-hand side of your screen.



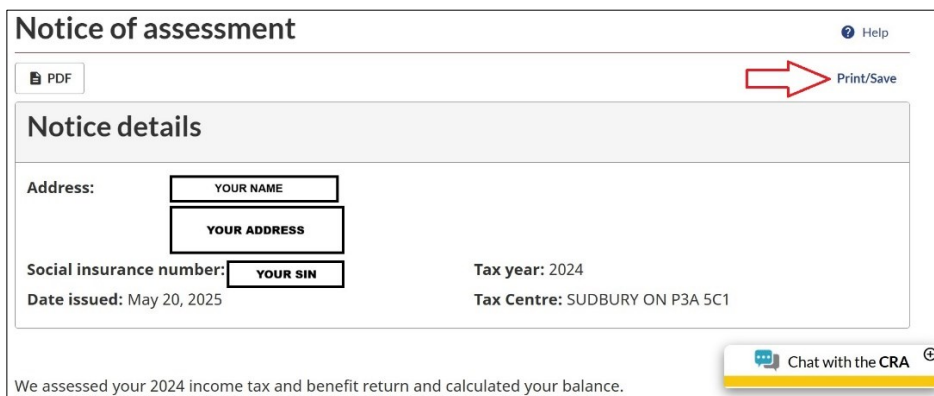
- Select the downward arrow in the top right-hand corner of your screen to download your NOA to your computer.



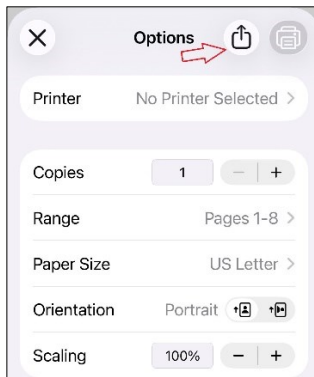
- Select "File" and "Save As" to save the Notice of Assessment to your computer.

4. Accessing the CRA from a mobile device

- Select "Print/Save" from the upper right-hand side of your screen.



- Select the icon of the box with an upwards arrow in the top right-hand corner to email the PDF.



5. Next steps

- Email the NOA to CCEYDwaitlist@durham.ca.
- It is acceptable to send the PDF version or to take a screenshot and send it as a JPEG.
- The NOA must show your name, address, the correct tax year, and Line 23600 (Net income) amount.

Note: If you are applying as a 2-parent family, both applicants must submit their own Notice of Assessment.