## How to make CEBA loan repayments online

With the Canada Emergency Business Account (CEBA) loan program ending, it's time to start planning for repayment. For the latest repayment deadlines and other details, please visit <u>https://ceba-cuec.ca/</u>

## How do I repay my loan using BMO Online Banking?

Log in to BMO Online Banking and if you're CEBA loan is visible as one of your accounts, here's how to make a payment:

- 1. In BMO Online Banking, select the **Payments & Transfer** tab.
- 2. Click Make a Transfer.
- 3. Choose your **From Account**.
- 4. Under **To Account**, select the **CEBA loan** you want to repay.
- 5. Enter the amount you want to transfer.
- 6. Choose when you want to make the payment.
- 7. Once you're ready, click **Verify Transfer**.
- 8. Review your payment details. If you're satisfied, select **Complete Transfer**.

If your CEBA loan details are not visible when you log into digital banking, here's how to make a payment:

- 1. In BMO Online Banking, select the **Payments & Transfer** tab.
- 2. Click Make a Payment.
- 3. If you haven't previously made a payment to your CEBA loan, select **Add a Payee**.
- 4. Under Payee Name enter BMO Mastercard.
- 5. Add the **16 digit account number** found on your monthly CEBA loan statement and select **Verify Payee**.
- 6. Navigate back to the **Payments & Transfer** tab.
- 7. Select Make a Payment.

- 8. Choose your From Account.
- 9. Chose your To Account.
- 10. Enter the amount you want to pay.
- 11. Choose when you want to make the payment.
- 12. Once you're ready, click Verify Payment.
- 13. Review your payment details. If you're satisfied, select **Submit Transaction**.

## How do I repay my loan using BMO Online Banking for Business?

If you've added your CEBA loan to Online Banking for Business, you can use our Account Transfer service to make a payment from another BMO account. Here's how:

- 1. In Online Banking for Business, select the **Payments & Receivables** tab.
- 2. Under Account Transfer, click Create Transfer.
- 3. Choose your From Account.
- 4. Under **To Account**, select the **CEBA loan** you want to repay.
- 5. Enter the amount and currency you want to transfer.
- Choose when you want to make the payment. Note: payments that require a conversion can't be scheduled and will be processed immediately after the final approval.
- 7. Once you're ready, click **Continue**.
- 8. Review your payment details. If you're satisfied, select **Complete**.

**Note:** Once you have successfully created your payment and it's fully approved, we will process it on your chosen date. Your payment may take up to 3 business days to appear in your CEBA account.

