**NEW FOR EMPLOYERS!** Calculate & Report Premium eService You can now calculate and report your WSIB premium online.

### File online knowing we'll receive & process your premium the same day.

#### What are the features?

**Secure** sign-up & submit premium amounts on our secure server

Accurate the system will automatically calculate your premium

Fast instant submission & immediate confirmation

Easy step-by-step instructions so you can use it 24/7

### What are the benefits of signing up?

When you enrol for this new eService, you can:

- Calculate premium automatically, avoiding errors
- Report premium quickly and securely
- Confirm receipt and acceptance of your submission
- Review premium transactions online
- See daily premium updates to your account
- Use transaction confirmation number to clarify discussion with account representatives
- Link to your financial institution to pay online (see below for more)
- Avoid postal delays that could result in late reporting charges

#### Sign-up is easy!

Easy and convenient – do it from your desk using your computer. All you need is internet service and a current version of Internet Explorer (IE 6.0) or Netscape 7.0.

Just go to our website at www.wsib.on.ca. Click on the *Employer page* and watch for the *Calculate and Report Premium link* to learn more or to sign up in 7 simple steps.

## Here's what you'll need to sign up

- your WSIB employer account number and last payment amount (as recorded by the WSIB) as authentication
- your email address so we can verify your information and confirm transactions.

# Sign up with your bank to pay online

If you do online banking for other payments you can pay your WSIB premium online too<sup>1</sup>. Just add us as a biller to your online banking service – then link from our site to pay your premium. Be sure to add us (Ontario WSIB – Schedule 1) as a payee using your 7-digit WSIB employer account number. **You have to do this with your bank before you can pay your premium online.** 

# If I file and pay online will the payment be immediate?

Take no chances! Remember you are paying us through the bank, not directly to the WSIB. To avoid late payment charges pay online 3 days before the due date to allow processing time.

## **Getting started**

Check it out and sign up on our web site – www.wsib.on.ca

For information about the service, call your service representative or 1-800-387-0750.

If you have technical difficulties with this eService, contact us during business hours:

**Toll free** 1-888-243-1569

Greater Toronto Area 416-344-4122

<sup>1</sup> Check our website (www.wsib.on.ca/wsib.nsf/public/CalReport) to see if your bank or credit union has an arrangement to pay the WSIB online.



Workplace Safety & Insurance Board Commission de la sécurité professionnelle et de l'assurance contre les accidents du travail

www.wsib.on.ca

