



## DIRECT DEPOSIT AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER (EFT)

### Use this form to:

☐ Start direct deposit payments

or

☐ Change information previously submitted

Effective date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Contact information

Vendor or Employee number (if known): \_\_\_\_\_

Name of company or person to receive payment: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact person: \_\_\_\_\_ Fax: \_\_\_\_\_

Title or position: \_\_\_\_\_ Email: \_\_\_\_\_

### Confirmation of Deposits

Your statement of account from your bank will show payments from Strathcona Regional District. We will send you e-mail confirmation when we deposit a payment to your account.

E-mail address for confirmation of deposit: \_\_\_\_\_

### Bank Account Information for Deposits

Please attach a blank cheque with your bank information on it.

Write void across the front.

or

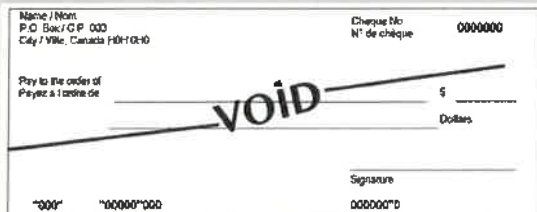
Name of bank or other financial institution: \_\_\_\_\_

Address of branch where account is held: \_\_\_\_\_

Transit No.: \_\_\_\_\_ Institution No.: \_\_\_\_\_

Account No.: \_\_\_\_\_

Teller Stamp:



Transit No. \_\_\_\_\_ Financial Institution \_\_\_\_\_ Account No. \_\_\_\_\_

If you wish to credit more than one bank account for payroll deposits, please contact finance.

### Authorized Electronic Funds Payments:

I authorize Strathcona Regional District (SRD) to deposit, by electronic funds transfer, payments owed to me and, if necessary, to debit entries and adjustments for amounts deposited electronically in error. The SRD will deposit the payments in the bank account designated above. I recognize that I am responsible for payment errors that result from incomplete or inaccurate information on this form.

Authorized signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Fax, scan and email or mail completed form and voided cheque to:

Attention: Finance Dept.

Fax: 250-830-6710

Email: [finance@strathconard.ca](mailto:finance@strathconard.ca)

Strathcona Regional District  
#301-990 Cedar Street  
Campbell River, BC, V9W 7Z8

### Questions?

Call (250) 830-6700 or

e-mail: [finance@strathconard.ca](mailto:finance@strathconard.ca)