

REQUEST DIRECT DEPOSIT



Client No.

SECTION A – TO START, CHANGE OR WITHDRAW FROM DIRECT DEPOSIT

Check (✓) one box

- Start Direct Deposit
- Change Information on Direct Deposit
- Withdraw From Direct Deposit

SECTION B – INFORMATION ABOUT YOU

| | | |
|------------------------|-------------|------|
| First Name and Initial | Last Name | |
| Mailing Address | | City |
| Province | Postal Code | |

SECTION C – DIRECT DEPOSIT INFORMATION

To sign up for or change direct deposit information, choose one of the following methods.

Note – The Provincial Services Branch provides this service free of charge. However, you should contact your financial institution and inquire about any fees they may charge.

- Attach a personalized cheque from your bank account to this form. Write "VOID" across the front of the blank cheque. We will use the financial information on the cheque to set up direct deposit.

OR

- If you don't have a cheque, have your financial institution complete the blocks below.

Branch Number

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Institution Number

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Financial Institution's Stamp

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Account Number

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SECTION D – CLIENT AUTHORIZATION

I hereby authorize the Provincial Services Branch to deposit my benefit payments into the bank account in Section C. I agree to notify, in writing, the branch at the address indicated below, of any changes to my financial institution, branch or bank account number and allow the branch a minimum of 10 business days, after the receipt of notice, to implement a change. The direct deposit service will continue until I have notified, in writing, the branch at the address indicated below to withdraw from direct deposit. I understand this is a voluntary/optional service and the branch has the right to convert this payment method back to a cheque payment without notice.

Signature

Date

Return the original signed copy to: Provincial Services, 100 – 114 Garry Street, Winnipeg, MB R3C 4V4