

Direct Deposit Authorization for biweekly payments

A direct deposit is a pre-authorized electronic deposit of biweekly payments into your bank account. Please attach a voided cheque for the account you wish to have payments direct deposited to, or, have your financial institution complete the *Banking Information* section of this form. The *Banking Information* section may only be completed by an authorized representative of your financial institution.

Please allow two to three weeks for your authorization to take effect. If you are changing accounts, we recommend that you keep your existing account open until a benefit payment has been successfully deposited to your new account.

	Please F	Print Clearly in INK		
A. Plan Member Informat	ion			
Last name	First name	Middle initial	Member ID	#
Mailing address	City/town		Province	Postal code
Social Insurance Number (SIN)	Telephone			
B. Banking Information				
	Attach V	′oid Cheque Here	9	

If you do not have a voided cheque to attach, a representative of your financial institution must complete the following:

Bank name	Bank address	Bank telephone number	
Branch number	Institution number	Account Number	
Name and signature of authorized ba	ank representative		

C. Member Authorization

I hereby authorize *The Winnipeg Civic Employees' Benefits Program* to deposit my biweekly payments into the bank account indicated on the attached voided cheque or noted above.

Date