



Request Form for Electronic Funds Transfer (EFT)

Direct Deposit Information Form

The Town of Erin is offering direct deposits for payments the Town makes to you.

This convenient payment option will:

1. Ensure your payment dollars reach you in a timely manner;
2. Save you time and energy – having staff pick up/process a cheque;
3. Eliminate having to wait for the cheque to arrive by mail.
- 4.

If you would like to receive payments via direct deposit, please complete and email this form, along with **a copy of a void cheque and/or a bank stamped letter from your financial institution confirming the banking details provided below** to ap@erin.ca and recreation@erin.ca

Name: _____

Name on void cheque **must** match name as above; please provide support to link names if they do not match.

Address: _____

Email: _____

Phone No. _____

FINANCIAL INSTITUTION:

Name: _____

Address: _____

Institution #: _____

Transit #: _____

Account#: _____

Note: Your payment/remittance advice will be sent to the above email address. Please return **ONLY** by EMAIL to ap@erin.ca from your company/corporate email address. All banking information will be retained in the Finance Department and used for payment and payment notification purposes only.