

# ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION FORM

To ensure faster payment Schlegel UW Research Institute for Aging (RIA) can offer direct deposit via Electronic Funds Transfer (EFT). Your personal information will be held in strict confidence by RIA and used only for the purpose of conducting the transaction.

Please make sure the banking information on this EFT Authorization Form **matches** your legal name.

## SECTION 1 – CONTACT INFORMATION

PLEASE TYPE OR PRINT CLEARLY IN BLOCK LETTERS

Legal Name of Business or Individual to Receive Payment			
Mailing Address			
City/Town/Village	Province	Postal Code	Contact Phone Number
Email Address for Remittance Advice			

## SECTION 2 – BANKING INFORMATION

Please **attach** a blank cheque (marked VOID) or a direct deposit information print-out from your financial institution.

Check the box that applies to the banking information included with this form:

- Void Cheque
- Direct Deposit Print-Out
- Use banking information on file (RIA Employees only)

## SECTION 3 – AUTHORIZATION

I (we) hereby authorize Schlegel UW Research Institute for Aging (RIA) to begin transferring payments for invoices or expense claims to the account listed above.

**Authorized Signature:** \_\_\_\_\_

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

**Print Name:** \_\_\_\_\_

Please submit completed form and either void cheque or direct deposit (unless already on file) print-out to [paul.stpierre@the-ria.ca](mailto:paul.stpierre@the-ria.ca).