



# Direct Deposit Authorization for Electronic Funds Transfer (EFT)

## Use this form to

Start direct deposit payments

or

Change information previously submitted.

Effective date:

YYYY / MM / DD

## Contact information

Vendor number (if known):

Name of company or person to receive payment:

Mailing Address:

Contact person:

Phone:

Title or position:

Fax:

## Confirmation of Deposits

Your statement of account from your bank will show payments from The Province of Nova Scotia.

If you give us your e-mail address, we will send you e-mail confirmation whenever we deposit a payment to your account.

E-mail address for confirmation of deposit:

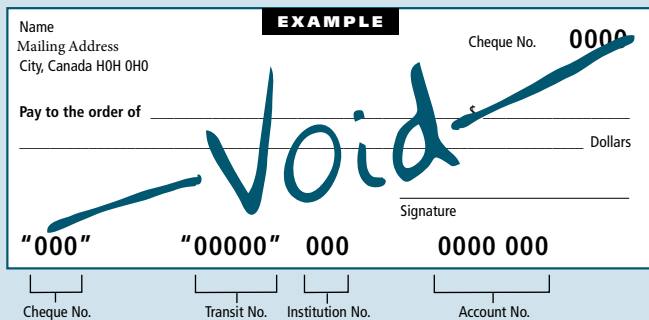
OR

I do not wish to receive confirmation.

## Bank Account Information for Deposits

Please attach a blank cheque with your bank information on it. Write void across the front.

Type of Account:  Chequing  Savings



or

For accounts without cheques, have your bank complete the following:

Type of Account:  Chequing  Savings

Name of bank or other financial institution:

Address of branch where account is held:

Transit No.:

Institution No.:

Account No.:

Account Holder Name:

Teller Stamp:

## Authorize Electronic Payments

I authorize the Department of Service Nova Scotia and Internal Services to deposit, by electronic fund transfer, payments owed to me by the Province of Nova Scotia and, if necessary, to debit entries and adjustments for amounts deposited electronically in error. The Department will deposit the payment in the banking account designated above. I recognize that if I give incomplete or inaccurate information on this form, payments may be made to the wrong account.

Authorized signature:

Printed name:

Title:

Date:

YYYY / MM / DD

Email, fax or mail completed form and voided cheque to:

Attention: Vendor Master Fax number: (902) 424-8601

Email: GAAccountingServices@novascotia.ca

Mailing address:

Service Nova Scotia and Internal Services, Vendor Master  
PO Box 12, Halifax, Nova Scotia, Canada B3J 2L4

## Questions?

Call (902) 424-5998 or e-mail GAAccountingServices@novascotia.ca