

Employee Direct Deposit



Change Account Information



New Account



Cancel Account

Employee Information

First name: _____ Last name: _____

Employee/Student #: _____

Address: _____

You have the option of directing your pay into either one or two bank accounts.

Please send this completed form and a void cheque to payroll@ufv.ca for processing.

If you are unable to obtain a void cheque, please provide the direct deposit form from your financial institution. We are unable to accept handwritten banking information.

Direct Deposit Information – Primary: Accounts Payable and Payroll

Bank or financial institution: _____

Address of Financial Institution: _____
(Include postal code)

Amount or percentage of net pay for deposit: \$ _____ Or % _____

Financial Institution Code: _____
(Bank ID) (3-digit number XXX)

Bank Transit Number: _____
(Branch #) (5-digit number XXXXX)

Account number: _____ *include a void cheque/bank form

Direct Deposit Information – Secondary Payroll ONLY (Optional)

Bank or financial institution: _____

Address of Financial Institution: _____
(Include postal code)

Amount or percentage of net pay for deposit: \$ _____ Or % _____

Financial Institution Code: _____
(Bank ID) (3-digit number XXX)

Bank Transit Number: _____
(Branch #) (5-digit number XXXXX)

Account number: _____ *include a void cheque/bank form

Authorization

To verify your identity, please provide the last 3 digits of your Social Insurance Number (SIN), your birth month and year:

SIN# (last 3 digits): _____

Birth date: _____ / _____
(month) / (year)

I authorize my employer, the University of the Fraser Valley, to deposit funds to the above account(s)

Signature

Date

Send the completed form and void cheque or bank form to payroll@ufv.ca.

Questions? payroll@ufv.ca | 604-557-4018