



## Electronic Funds Transfer

### Payee enrolment form

Legal name of payee: \_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email address for Direct Deposit notifications: \_\_\_\_\_

Transit/branch number (5 digits): _____ )	
Institution/bank number (3 digits): _____ )	
Account number (7 to 12 digits): _____ )	
	OR ATTACH VOID CHEQUE

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please note, Tourism Langley Association typically processes A/P twice per month. Direct Deposit notifications will come from [finance@tourism-langley.ca](mailto:finance@tourism-langley.ca), please ensure this email address is on the safe senders list in both your local email junk settings and your organization's domain level spam filter.