

Please complete this form (with the assistance of your bank, if applicable) and return the original signed form to Public Guardian and Trustee, 700-808 West Hastings Street, Vancouver, B.C. V6C 3L3.

Alternatively, please email the completed form to VendorRequests@trustee.bc.ca.

Vendor (payee) information

Last name	First name	Business name
Contact person	Street address	
City	Province	Postal code
Phone	Fax	Email

Financial account information

Please complete this section if requesting Electronic Fund Transfer (EFT)/Direct Deposit payments.

My account information is verified by:

- Attached cheque marked 'Void'
- Attached bank statement
- Letter issued by Financial Institution
- Customer Service Representative completed

Teller Stamp confirming accuracy of **transit, institution** and **account** number and authenticity of account holder's signature:

Branch/Transit number (5 digit)	Institution number (4 digit)	Bank account number
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Name(s) on bank account

Bank name

Bank address

Direct deposit authorisation

I understand that the personal information on this form is collected and used only to make direct deposit payments to my account.

I hereby authorize the Public Guardian and Trustee to deposit, until further notice in writing, payment due to me into my account, as noted above.

I agree that the Public Guardian and Trustee and/or its client will have no further liability with respect to any payments made in accordance with this authorisation and may at any time discontinue payment by direct deposit.

Account holder's signature

Print name

Date

Public Guardian and Trustee: Operating Division Representative use only

Client's last name

Client's first name

Client ID

Please make a selection:

Trust client

Client stakeholder

Cheque

EFT

PSF refund/non-trust

Heir/beneficiary

Bank draft

Wire transfer

APWP number

Vendor number

Initial

Date

Vendor reviewed/released by QA Clerk:

Information you provide will be used to pass your accounts as trustee. Information is collected under the Freedom of Information and Protection of Privacy Act (FOIPPA) and other applicable legislation. If you have any questions about the collection, use or disclosure of information, contact the PGT's Information and Privacy Officer at 604-660-4444 or mail@trustee.bc.ca