

## TOWNSHIP OF ZORRA

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## ACCOUNTS PAYABLE DIRECT DEPOSIT FORM

The Township of Zorra is currently in the process of updating our vendor files and to process payments more effectively, the Township is transitioning payments to our vendors from cheques to Electronic Funds Transfer (EFT). This will allow payments to be received in a timely manner as well as reduce mailing time and costs.

Please complete your information below and return it to <a href="mailto:accountspayable@zorra.ca">accountspayable@zorra.ca</a> or fax to 519-485-2520. Please include a **copy of a "void" cheque with the form.** 

A copy of a cheque outlines the information that we need to ensure the correct information is collected to be used to set up your account with us.



COMPANY NAME:	
CONTACT NAME:	
MAILING ADDRESS:	
PHONE NUMBER:	
EMAIL:	
BANK NAME:	TRANSIT NUMBER:
BRANCH NUMBER (FINANCIAL INSTITUTION):	
ACCOUNT NUMBER:	
I authorize the Township of Zorra to deposit my Accounts Payable payments directly to the bank account according to the information I have provided.	
Signature	Date File: F01/Communications