



DIRECT DEPOSIT REQUEST FORM FOR VENDORS

First Nations Technical Institute is implementing electronic commerce solutions that will improve service levels and provide faster payment to respective suppliers.

First Nations Technical Institute is requesting your organizations banking information for conducting electronic funds transfer. Payment of invoices by direct deposit will benefit your organization by providing you with immediate access to your funds on the due date, eliminating the possibility of delivery disruptions or lost mailings, and the threat of fraud, lost or stolen cheques.

In order to take advantage of our direct deposit program, we ask that you please complete the following form and return it to us with a "void cheque" sample or your bank's direct deposit form as soon as possible.

If you have any questions please contact the finance staff at 613-396-2122 x 132, or by email at finance@fnti.net

VENDOR (PAYEE) INFORMATION

Vendor Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

VENDOR CONTACT INFORMATION

Primary EFT Contact Name: _____

Email Address: _____

Phone Number: _____ Fax Number: _____

FINANCIAL INSTITUTION INFORMATION

Financial Institution Name: _____

Address: _____

Bank No: _____ Transit No: _____ Account No: _____

VENDOR AUTHORIZATION

Signature: _____ Date: _____

When the form is complete:

Email form and void cheque to: finance@fnti.net

or Fax to: 613-396-2761 Attention: Finance Staff