



Simcoe County District School Board

1170 Highway 26 West
Midhurst, Ontario
L0L 1X0

Phone: (705) 728-7570
Fax: (705) 728-2265
www.scdsb.on.ca

AUTHORIZATION FOR DIRECT DEPOSIT - SUPPLIER (Email completed form to jcolamartino@scdsb.on.ca)

Supplier Name: (Orders/Correspondence)	_____		
	(may be different than payment name)		
Payments to:	_____		
	(as it would appear on cheque)		
Mailing Address:	_____		
	Street No.	Street Name	Unit #

	City/Town/Village		

	Province	Country	Postal Code

	Company Phone # (incl area code)		Company Fax # (incl. area code)

Contact Name:	_____		
Email Address: (remittance advice to be sent to)	_____		
Authorization:	I authorize direct deposit via electronic fund transfer the payment of invoices for the Simcoe County District School Board and have included a voided cheque for the account that payment should be remitted to.		
_____	_____	_____	
Name	Title	Date	

ATTACH A VOIDED CHEQUE TO THIS FORM

Information collected on this form shall only be used for the purpose of setting up direct deposit via electronic funds transfer for payment of invoices to the Simcoe County District School Board and shall be maintained in strict confidence. Any questions related to information required on this form or the direct deposit process should be directed to Lori McColman, Assistant Manger of Accounting and Purchasing, extension 11226.