

## DIRECT DEPOSIT AUTHORIZATION

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### SECTION A: PENSIONER/PAYEE INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

SIN No.: \_\_\_\_\_ Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_

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### SECTION B: BANKING INFORMATION

The following is required if you wish to have your payments deposited directly into your bank account:

- **For chequing accounts:** attach a void cheque.
- **For savings accounts:** attach an MICR Encoding (*a printout from your financial institution*).

**ATTACH "VOID" CHEQUE OR MICR ENCODING HERE.**

Please ensure your void cheque/MICR Encoding meets all the requirements before returning this form (*see reverse for checklist*).

Without the above items, CMAW Target Pension Plan (the "Plan") cannot deposit the payments into your account and you will receive your monthly payments by a printed cheque in the mail.

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### SECTION C: ACKNOWLEDGEMENT AND AGREEMENT

I hereby agree and acknowledge that:

1. the Plan deposit my pension payments directly to my bank account specified above;
2. any payments made after my death, or paid in error while alive, are trust funds to be held, in trust, for the benefit of the above-captioned pension plan;
3. I may revoke or modify these instructions in writing at any time, to be effective upon receipt of the same by the Plan.

Signature of Pensioner: \_\_\_\_\_

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

Signature of Witness: \_\_\_\_\_

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

## **DIRECT DEPOSIT CHECKLIST**

### **VOID CHEQUE**

- Pre-printed details (we cannot accept altered or handwritten information);
- Account must be in the your name (deposit cannot be made to third party accounts);
- Financial Institution Name and Address (Canadian Bank or Credit Union); and
- MICR coding at the bottom of the cheque (which confirms Bank, Transit and Account numbers for the direct deposit)

### **MICR Encoding**

- Must include all the above information; and
- Stamped and signed by the financial institution

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Please retain a copy of this form for your records and return original (a photocopy or faxed copy will be accepted but must be clearly legible) to:

### **ADMINISTRATOR**

CMAW Target Pension Plan  
c/o Bilsland Griffith Benefit Administrators  
1000-4445 Lougheed Highway  
Burnaby BC V5C 0E4

Toll Free in BC: 1.844.366.2629  
Fax: 604.433.8894  
Email: [CMAW@bgbenefitsadmin.com](mailto:CMAW@bgbenefitsadmin.com)