

Payroll Direct Deposit Instructions

Please complete and submit this form to your employer to have your paycheque automatically deposited into your Assiniboine Credit Union account.

EMPLOYER INFORMATION (Please print clearly)

Name of your employer

Please accept these instructions to automatically deposit my paycheque into my bank account as outlined below:

EMPLOYEE INFORMATION (Please print clearly)

Employee Name		Department (If applicable)		
Home address				
City	Province	Postal code	Home phone	Cell phone
Permanent address (if different from above)		City	Province	Postal code

EMPLOYEE BANK ACCOUNT INFORMATION (Please print clearly)

Assiniboine Credit Union	8 7 9		For a list of ACU branch transit numbers, visit our website: acu.ca or call 1.877.958.8588
Institution	Number	Branch transit No.	
12 digit account number			
Branch address			

I am advising the company to set up my payroll direct deposit as indicated above. I understand that Assiniboine Credit Union is not responsible for verifying these payments to my account. I will notify my employer promptly in writing if I close or make other changes to my account.

AUTHORIZED BY

X	
Applicant's signature	Date (MM/DD/YYYY)

Please forward the completed request to the appropriate department in your company. Some employers may also ask you to attach a voided cheque. You may wish to keep a copy of the completed form for your records.