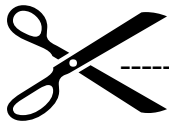
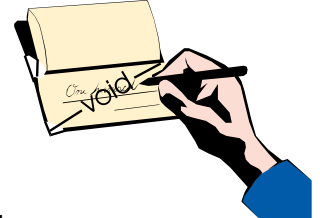


Direct Deposit Process – Children’s Integration Support Services

How does it work?

1. Complete and sign the authorization form below.
2. Attach your business cheque, marked **VOID** across the front.
3. Return the authorization form and void cheque to our Accounting Office at 600-700 Industrial Avenue, Ottawa, Ontario, K1G 0Y9.
4. If you **change** your banking information at any time, remember that you must inform us and provide a new voided cheque.
5. The authorization form below must be signed by authorized signing officers for your program.



Direct Deposit Authorization Form

Child Care Program: _____

Address: _____

Phone: _____

I (we) hereby authorize **Andrew Fleck Child Care Services** to deposit directly to our account as noted on the attached cheque. This authorization will be in force until notice in writing is given to Andrew Fleck Child Care Services.

Authorized Signature and Position

Date

Authorized Signature and Position

Date

