



Canadian Direct Payroll Deposit Authorization

Associate Information

Name _____ Social Insurance Number _____

Associate number _____ Store # /Province _____ Date _____

New Setup

When requesting a new account setup, please allow 2-4 weeks for your new account information to be activated. You will receive live cheques delivered to your work location until direct deposit is set up.

Chequing

Savings

(Attach a Pre-encoded Voided cheque or Letter from the Bank listing Bank Routing and Account Numbers.)

Bank #	Bank Transit #	Account number	Amount	Bank #	Bank Transit #	Account number	Amount
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____

I authorize PetSmart and my bank listed above to deposit my pay automatically to my account each payday. If funds to which I am not entitled are deposited to my account I authorize PetSmart to direct my bank to return said funds. This authority will remain in effect until I have cancelled it in writing.

Change Existing Setup

When requesting bank or account changes, please allow 2-4 weeks for your new account information to be activated. You will receive live cheques sent to your work location until the change has taken effect.

Chequing

Savings

(Attach a Pre-encoded Voided cheque or Letter from the Bank listing Bank Routing and Account Numbers.)

Bank #	Bank Transit #	Account number	Amount	Bank #	Bank Transit #	Account number	Amount
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____

Add to Existing Setup

When requesting bank or account changes, please allow 2-4 weeks for your new account information to be activated. You will receive live cheques sent to your store until the change has taken effect.

Chequing

Savings

(Attach a Pre-encoded Voided cheque or Letter from the Bank listing Bank Routing and Account Numbers.)

Bank #	Bank Transit #	Account number	Amount	Bank #	Bank Transit #	Account number	Amount
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____
_____	_____	_____	\$ _____	_____	_____	_____	\$ _____

Cancel Setup

Termination of your direct deposit is effective immediately. You will receive live cheques delivered to your store as soon as this cancellation is processed by payroll.

I no longer wish to participate in the direct deposit of my payroll cheques. For identification purposes, my bank information to be inactivated is as follows:

Financial Institution _____ Account number _____

I wish to stop my direct deposit for the following reason: Closed Account Changed Financial Institution

Other _____

Associate Signature _____ Date _____

(* Required)

It is the associate's responsibility to verify they have funds available in their account, therefore PETSMART is not liable for any bank fees incurred.