

A/P DIRECT DEPOSIT INFORMATION



In an effort to expedite vendor payments and create efficiencies, Battle River School Division will be paying all vendor accounts using direct deposit.

Please complete the information below and send the required documents to:

Battle River School Division
5402 48A Ave
Camrose, AB T4V 0L3

or

Email: ap@brsd.ab.ca

Company Name: _____

Company Address: _____

Contact Person: _____

Contact Phone #: _____

Email address: _____

(Remittance statement will be emailed to the above email address)

Authorized Signature: _____

Please attach a VOID cheque OR a printout from your bank and return with this form to the Accounts Payable department

Battle River School Division cannot accept banking information verbally or hand written.

Please note that as part of our security and fraud prevention, you will automatically receive an email when this is initially set up and every time thereafter when a revision is made to your banking information.

OFFICE USE ONLY	NOTES:
Entered: _____	
Date: _____	