



DURHAM REGIONAL POLICE SERVICE

Direct Deposit

Please check one of the boxes that apply ☐ Enrollment ☐ Change form

This form must be submitted three weeks prior to the change being effective.

Return to: Send copies to Payroll@drps.ca for expedient processing, but originals are still required to be sent to the Payroll Unit in a sealed envelope.

Name of financial institution

Branch address

DD/MMM/YYYY

:00002 003: 0123 456 789 10
TRANSIT FI # ACCOUNT NUMBER

Using your online bank account information or 'voided cheque' and referring to the sample above for descriptions of the information required, please complete the areas below.

If you provide a copy of a **Direct Deposit form** or '**voided cheque**' from your financial institution with this form you do not require verification in the last section below.

If you do not provide back up for your banking details (as outlined above) you will be required to have your financial institution verify that all required information has been included on this form. Failure to comply will result in your submission (form), being returned to you. If you have any problems, please check with someone at your bank for the account information you need.

Financial Institution Transit Number

Financial Institution Number (FI#)

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Account Number

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I hereby authorize the Regional Municipality of Durham to credit payments due me, to my account at the financial institution designated above.

employee name (please print)

employee signature

employee number

effective date of change (DD / MMM / YYYY)

FINANCIAL INSTITUTION VERIFICATION OF ACCOUNT NUMBER INFORMATION

Date

Bank Verification Signature, Title and Stamp (if voided cheque cannot be provided)

Personal information on this form is collected pursuant to section 80 of the Community Safety and Policing Act, and will be in compassionate circumstances, to facilitate contact with the next of kin or a friend of an individual who is injured, ill or deceased. Questions about this collection should be directed to the Durham Regional Police Service, Director of the People, Development & Learning Unit, 605 Rossland Road East, PO Box 911, Whitby, Ontario L1N 0B8, telephone 905-579-1520