



United Counties of
Stormont Dundas Glengarry
26 Pitt Street
Cornwall, Ontario K6J 3P2
T: 613-932-1515
F: 613-936-2913

Direct Deposit Option

Dear Valued Vendor;

The United Counties of Stormont, Dundas and Glengarry are pleased to provide your company with the option of receiving payments from us by direct deposit. This enhancement will improve service to vendors by making payments electronically and eliminate delays in handling and processing cheques.

In order to take advantage of this payment option, please complete the following application form and return it to us at the address indicated, along with either a void cheque or an authorized bank form indicating your account information.

We hope to serve you better through this enhanced payment option and if you have any questions, please email us at FinanceAccounts@sdgcounties.ca or phone 613-932-1515 extension 204.

Yours truly,

Financial Services Department
SDG Counties



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Direct Deposit Application

I hereby authorize the United Counties of Stormont, Dundas and Glengarry to deposit Accounts Payable payments to the bank account indicated on the attached void cheque.

Effective Date of Change: _____

Company Name: _____

Address: _____

HST/GST #: _____

Contact Name: _____ Title: _____

Phone #: _____ Fax#: _____

Previous Bank Account Number: _____

Email Address to Receive Payment Notification: _____

Authorized by Signature: _____ Title: _____

Please Print: _____ Date: _____

I/We are authorized signing officers for the purpose of completing this request. I/We authorize the United Counties of Stormont, Dundas and Glengarry to deposit payments to the bank account identified above. I/We agree that The Counties SDG will not be liable for any loss occurring after the deposit has been made to the identified bank account. I/We also agree that any duplicate payment, overpayment, fraudulent payment or a payment made in error will be promptly returned to the United Counties of Stormont, Dundas and Glengarry. Changes to information will be submitted by filing another form.

Please complete this form and return with a void cheque to the following:

SDG Counties
26 Pitt Street, Suite 207
Cornwall, Ontario
K6J 3P2
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Fax: 613-936-2913
FinanceAccounts@sdgcounties.ca

All information collected will be protected and used solely for Direct Deposit processing.