



**Authorization for Direct Bank Deposit
Claim Service Suppliers**

SUPPLIER NAME		SUPPLIER NUMBER
SUPPLIER DBA (doing business as)		
ADDRESS		
EMAIL ADDRESS		PHONE NUMBER

The above Supplier hereby directs the Insurance Corporation of British Columbia (ICBC) to make any and all payments due and owing to the Supplier by way of electronic transfer of funds to the following account:

Financial Institution Information:

BANK NAME		
BANK ADDRESS (street/city/province/postal code)		
NAME ON ACCOUNT		
BANK NUMBER	BRANCH TRANSIT NUMBER	BANK ACCOUNT NUMBER

The Supplier understands that should a payment be returned to ICBC then ICBC will make payment by the way of a cheque to the Supplier until the Supplier directs ICBC in writing to make payment into a valid and existing account.

The Supplier shall notify ICBC (Corporate Disbursements) at least 5 business days prior to the next Supplier payment date if at any time there is a change in the Financial Institution, Name of Account or Account Number provided above.

If a company's business name or ownership is changed; or if there is a change of address, a new supplier application (Form CL174) must be completed and given to the local claims office prior to the next Supplier payment date.

The Supplier agrees not to make any claim or take any proceeding against ICBC or any of ICBC's employees, directors, officers or agents as a result of any delays, shortfalls or any other problems whatsoever arising out of the payment of monies by means of electronic transfer into the above Account at the above Financial Institution.

NAME AND TITLE OF AUTHORIZED SIGNATORY (please print)

SIGNATURE

DATE (ddmmmyyyy)

ATTACH A VOID CHEQUE FOR DIRECT DEPOSIT TO YOUR ACCOUNT.

Definitions:

For the purpose of this direction to pay, the following terms will have the following meanings:

Supplier Name (legal name of business): The full legal name of the company used when application was made for ICBC supplier number.

Supplier Number: The supplier (previously called Vendor) number issued by ICBC.

Supplier DBA: The business name, if any, by which the company is known.

Name of Bank: The name of bank, credit union, or trust company where the supplier would like the funds to be directed.

Bank Address: Location of the bank where the funds will be deposited.

Name on Account: The name on the account where the funds are to be deposited.

Account Number: Note the bank number, transit number and account number, in correct order, found on the bottom portion of the cheque and attach a 'void' cheque.

Name and Title of Authorized Signatory: The name of the person who has signing authority on the above noted bank account.