



312915 Dereham Line  
R. R. # 1, Mount Elgin, ON N0J 1N0  
Phone: (519) 877-2702; (519) 485-0477;  
Fax: (519) 485-2932

### Accounts Payable Direct Deposit Form

The Township of South-West Oxford is currently in the process of updating our vendor files. In an effort to process vendor payments more effectively, the Township of South-West Oxford is transitioning payments to our vendors from cheques to Electronic Funds Transfer (EFT). This allows for payment to be received in a timely manner as well as reduce mailing time and costs.

Please complete your information below and return it to [generaladmin@swox.org](mailto:generaladmin@swox.org) or fax 519-485-2932. Please include a **copy of a 'void' cheque with the form**. If you're located in an area that has rural route mailing addresses please ensure we also have your emergency number/civic address and road name (eg. rather than RR1 Mount Elgin, ON you would include 312915 Dereham Line, RR1 Mount Elgin, ON).

Thank you for your co-operation in assisting us with this transition. Please contact Accounts Payable with any questions or concerns regarding this form.

<b>Company Name</b>	
<b>Contact Name</b>	
<b>Mailing Address</b>	
<b>Phone</b>	
<b>Fax</b>	
<b>Email</b>	
<b>Financial Institution</b>	
<b>Transit Number</b>	
<b>Bank Number</b>	
<b>Account Number</b>	

*I authorize the Township of South-West Oxford to deposit my Accounts Payable payments directly to the company bank account according to the information I have provided.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date