



Attention: Accounts Payable  
PO Box 4400  
Fredericton, New Brunswick  
E3B 5A3  
Fax : (506) 458-7849  
Email : accpay@unb.ca

Effective immediately, the University of New Brunswick will be changing its policy for all Canadian vendors (in Canadian dollars only) to an EFT (Electronic Funds Transfer) system. As a current Vendor, we would appreciate your cooperation in completing this form.

**Please attach a VOID cheque to this form or have the information verified and stamped by your banking institution.**

**PLEASE PRINT**

Company Name: \_\_\_\_\_

HST/GST Number: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email address (required for remittance advice): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Institution Code: \_\_\_\_ \_\_\_\_ \_\_\_\_

Branch Number: \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_

Account Number: \_\_\_\_\_

We confirm that the bank account information provided above is correct, and acknowledge that the University of New Brunswick (UNB) is not responsible for validating this information nor liable for its validity. We further acknowledge that payment to this account releases UNB from liability with respect to the amount so paid. UNB has our permission to confirm the above banking information with our financial institution, if they so choose. It is the responsibility of the vendor to provide UNB with any changes to the bank account provided above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_