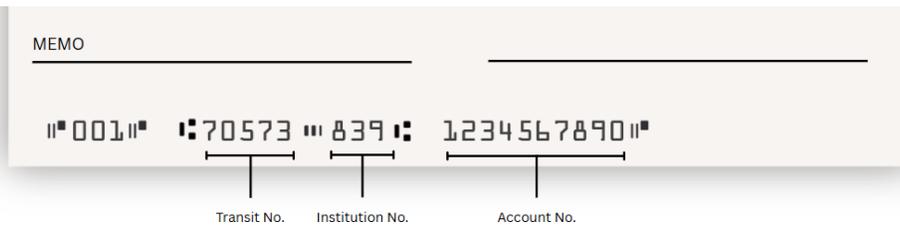**East Coast** CREDIT UNION

Account Information

How to set up Direct Deposits or Pre-Authorized Payments

To sign up for direct deposit or allow pre-authorized payments, you will need to fill out this form with your banking information. Before filling out this form, make sure that you collect all the necessary information, including your financial institution and account numbers. Upon completion, submit the form to the company initiating the pre-authorized payment or direct deposit along with their application.

How to find your account information online:
- Log in to your online banking.
- Click on the account you wish to use for pre-authorized payments or direct deposit, then select "Account Details."
- Your 10-digit account number appears after the account name and should be entered without dashes or spaces

How to find your account information on a personal cheque:

MEMO

⑆001⑆ ⑉70573⑈839⑉ 1234567890⑈

Transit No.   Institution No.   Account No.

Name

Street Address

City   Province/Territory   Postal Code

Banking Information

Branch Address

Transit   Institution Number   Account Number*

*Note: Your Account Number is a **10-digit number** and is **not the same as your Member ID or online banking login.**

Date   Member Signature

Date   Member Signature