

Authorization for Electronic Direct Deposit for Payroll

Newfoundland Personnel Resources Inc. (NPI), a division of the Levert Group, has implemented an electronic direct deposit system for payroll deposits. In order to start receiving your pay by direct deposit please complete and return the following form by mail, fax or email to:

**Newfoundland Personnel Inc. – Payroll Office
17 Froid Road, Sudbury, Ontario P3C 4Y9**

Fax Number: 705-560-7728

Email to: payroll@levert.ca

Any information collected by NPI or Levert, for the purpose of providing the direct deposit service will remain confidential and will only be disclosed to regulatory bodies with appropriate lawful authority. The direct deposit authorization will remain in effect until written notice of cancellation is received by NPI or Levert.

Employee Name: _____

Address: _____

Employee email address: _____

(this will be used to send you your paystub information)

*Please indicate if you would like to receive your **T4 via email** at the end of the year.*

Yes No

Please attach a **VOID** cheque with your application.

Name in which account is held:	
Financial Institution Name:	
Financial Institution Address:	

Bank Code (3 digits):		Transit Code (5 digits):	
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Bank Account Number (7-11 digits):	
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Date

Employees Signature