

BANKING INFORMATION

Upload *either* a Void cheque or direct deposit form using the link below.

If you do not have a chequing account, contact your bank for written confirmation of your account information.

In addition, please be advised the College's Finance Department processes employee expense statements by direct deposit; these deposits will be made into your primary payroll bank account. If you wish your expense payments deposited into a different account, you must contact the Accounting Department directly with your request.

Click the link to upload your banking information:

Note: DocuSign supports the following file types:

| | |
|----------|---|
| Document | .doc, .docm, .docx, .dot, .dotm, .dotx, .htm, .html, .msg, .pdf, .rtf, .txt, .wpd, .xhtml, .xps |
| Image | .bmp, .gif, .heic, .jpg, .jpeg, .png, .tif, .tiff |

DocuSign does not support files with password security enabled. To send a file with password security, remove the security setting before uploading the file.