

Please complete and submit this form to your employer to have your paycheque automatically deposited into your Scotiabank account.

To: **TES - The Employment Solution**

(INSERT NAME OF YOUR EMPLOYER)

Please accept these instructions to automatically deposit my paycheque into my bank account as outlined below:

**Employee Information**

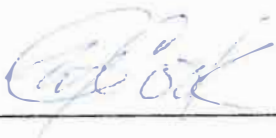
|                                      |                            |               |
|--------------------------------------|----------------------------|---------------|
| EMPLOYEE NAME                        |                            | TELEPHONE NO. |
| C CUBED DATA INTEGRATORS PARTNERSHIP |                            | 403-978-9099  |
| ADDRESS                              |                            |               |
| 3 WOOD WILLOW CLOSE                  |                            |               |
| CITY                                 | PROVINCE                   | POSTAL CODE   |
| CALGARY                              | ALBERTA                    | T2W 4H1       |
| EMPLOYEE NUMBER (IF APPLICABLE)      | DEPARTMENT (IF APPLICABLE) |               |

**Employee Bank Account Information**

|                                           |        |                      |
|-------------------------------------------|--------|----------------------|
| Institution                               | Number | Customer Account No. |
| THE BANK OF NOVA SCOTIA                   | 002    | 100090297119         |
|                                           |        | Transit              |
| BRANCH ADDRESS                            |        |                      |
| 8706 MCLEOD TRAIN SW, CALGARY, AB T2H 04M |        |                      |

I am advising the Company to change my payroll direct deposit as indicated above. I understand that Scotiabank is not responsible for verifying these payments to my account. I will notify the Company promptly in writing if I close or make other changes to my account.

Authorized by:



SIGNATURE

November 21, 2014

DATE

Please forward the completed request to the appropriate department in your company. Some employers may also ask you to attach a voided cheque. You may wish to keep a copy of the completed form for your records.