



After this request is processed, you can generally expect your payment to be deposited directly to your account two business days after you file your claimants report through TELEDEC. If you require more information on how to use TELEDEC, contact the Employment Insurance (EI) Call Centre. For detailed information about your payment, use our EI Telemesssage service to find out the status of your claim.

			<b>1</b>	Social Insurance Number		
<b>A- PERSONAL INFORMATION</b>						
<b>2</b>	Family Name		First Name			Initial(s)
<b>3</b>	Address				<b>4</b>	Area Code Telephone No. (home)
				<b>5</b>	Area Code Telephone No. (messages)	
				Postal Code		

**B- REQUESTED ACTION**

<b>6</b>	Check one only	<input type="checkbox"/> Start Direct Deposit	<input type="checkbox"/> Change Direct Deposit	<input type="checkbox"/> End Direct Deposit
Effective Date		Day Month Year	Day Month Year	Day Month Year

**C- FINANCIAL INSTITUTION INFORMATION**

<b>INSTRUCTIONS</b>	<b>FOR</b>	<b>SECTION</b>	<b>C</b>
<p>1. Complete Boxes 7, 8 and 9 with the routing number (bank account information) printed on your cheque or statement.                  2. Complete Box 10, if applicable. 3. Provide the name and address of the Financial Institution in Box 11.</p>			

DIRECT DEPOSIT ROUTING NUMBER			<b>11</b>	Financial Institution name, address and postal code		
<b>7</b>	Branch No.	<b>8</b>	Inst. No.	<b>9</b>	Account No.	
<b>10</b>	Name(s) of the other Account Holder(s) if a joint account.					
				Telephone number of Financial Institution		Area Code

The information is collected under the authority of the Employment Insurance Act in order to register for the Direct Deposit of your Unemployment/Employment Benefits. The information may also be used for the administration of the Employment Insurance Act. The information will be retained in the Personal Information Bank HRDC PPU 150. Under the provisions of the Privacy Act, individuals have the right to the protection of, and access to, their personal information. Instructions for obtaining personal information are provided in the Info Source, a copy of which is located in the Human Resources Development

**D- AUTHORIZATION AND SIGNATURE**

<p>1. I, the undersigned, have read and understand this request form. I have applied for Unemployment/Employment benefits and until further notice, authorize HRDC to deposit my Unemployment/Employment benefits into my account by means of Direct Deposit, instead of mailing my Benefit Warrant (cheque) to me.</p> <p>2. In addition, I authorize HRDC to redirect the deposit of my Unemployment/Employment benefits to an account number other than the one listed above when HRDC is notified by the financial institution of changes to the Financial Institution, branch or account number.  <b>To avoid delayed payments, I will contact the EI Call Centre immediately if I change Financial Institutions, branches, close my account or change my residence or mailing address.</b></p>		
<b>12</b>	Signature	Day Month Year

**Return the completed form to the Human Resources Development Canada office**