Introduction

A direct deposit form has been designed to support the capture of key information from pensioner's wishing to enroll on direct deposit in Europe. The following is a step by step procedure developed to guide the pensioner in the proper completion of the form.

Completion Instructions

The European enrollment form is divided into three sections. They are:

- Part A Pensioner Identification Information;
- Part B Pension Program Identification; and
- Part C Identification of the Financial Institution.

Part A - Pensioner Identification Information:

Part A provides space for you to identify your name, address and telephone number. The following is a step by step procedure.

PART A - PARTIE A

Please print clearly. Please keep the appropriate federal government department informed of any change to your mailing address.

Steps 1 and 2

Enter your surname and given name and initial(s) in the boxes provided. One letter per box. Please use capital letters.

<u>Step 3</u>

Enter your address information including the name of the city and country.

<u>Step 4</u>

Confirm if the address is new by entering \square in yes or no.

<u>Step 5</u>

Enter your area code and telephone number in the event that we may need to contact you to seek clarification on the information provided.

You have now completed Part A - Pensioner Identification Information.

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Part B - Pension Program Identification:

Part B provides a mechanism for you to specify the payment(s) you want deposited directly into your European account. To enroll, check \square the appropriate box and include one of the following in the space provided: account number (your social insurance number), contract number, file number, pension number, or personal record identifier.

The department responsible for your pension program will use this information to match your entitlement and to issue the requested electronic payment.

<u>Step 1</u>

Check off the box(es) \square for the payment(s) you wish to receive by direct deposit.

<u>Step 2</u>

Enter the number associated with each type of payment you wish to receive.

You have now completed Part B - Pension Program Identification.

PART B - PARTIE B	
 Check off the box(es) for the payment(s) you wish to receive by direct deposit. 	Cochez la(les) case(s) de(s) paiement(s) que vous désirez recevoir par dépôt direct.
2 Enter the number associated to each type of payment you wish to receive.	Inscrivez le numéro associé à chaque type de paiement que vous désirez recevoir.
Service Canada	
Old Age Security (OAS) Sécurité de la vieillesse (SV)	International Agreements - OAS Accords internationaux - SV
Canada Pension Plan (CPP) Régime de pensions du Canada (RPC)	International Agreements - CPP Accords internationaux - RPC
Account No.	- N° de compte
Human Resources and Skills Develo Ressources humaines et Développer	
Canadian Government Annuiti Rentes sur l'État	-
Contract No.	N° du contrat
Veterans Affairs Canada - Anciens C	Combattante Canada
Veterans Affairs Canada - Anderis C Veterans Affairs Pension or Av Pension ou indemnité d'invalid	ward
War Veterans Allowance Allocation aux anciens combat	ttants
Veterans Affairs Financial Ben Les avantages financiers aux a	
File No N°	' de dossier
Compensation - Prestations de retrai	ite
Canadian Forces Pension Pension de retraite des Forces canadiennes	Public Service Superannuation
RCMP Pension Pension de retraite de la GRC	Judges' Pension Pension des juges
Pension No Nº de	pension de retraite
Members of Parliament Retirin Allocations de retraite des dép	
Personal Rec Code d'identification d	

Part C - Identification of the Financial Institution:

Part C provides specific fields for you to capture your direct deposit account information. As of January 1, 2007 the International Bank Account Number (IBAN) is mandatory for all direct deposits to the European Union. The IBAN has a fixed format for each country and contains alphanumeric characters. Please contact your local financial institution for a better understanding of your IBAN.

<u>Step 1</u>

Enter the IBAN number provided by the financial institution which represents a complete identifier, that includes original bank code and account number, plus additional characters to identify the country and special check digits.

AND

Along with the IBAN number, please also include the BIC SWIFT number which is the code that identifies the specific electronic address of the financial institution.

Step 2

Enter the name(s) of the account holder(s).

Step 3

Enter your financial institution name and address.

Step 4

Please obtain the signature of the financial institution official.

Step 5

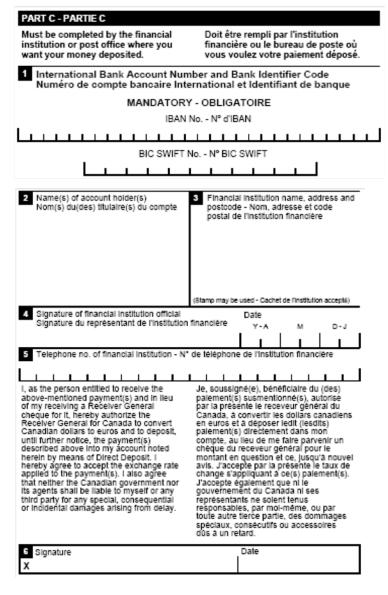
Enter your bank area code and telephone number, in the event that they need to be contacted for clarification on the information provided.

<u>Step 6</u>

The beneficiary must sign and date the bottom of the enrollment form. If the individual completing this form is a guardian or a relative acting on behalf of the beneficiary, this enrollment information will not be considered valid without the beneficiary's signature.

Note: For additional information, call between the hours of 8 a.m. and 8 p.m., Eastern time at:

Austria	0 800 295-132
Belgium	0 800 71-287
France	0 800 90 58 24
Germany	0 800 182 6481
Ireland	1 800 620-371
Italy	800 787-484



Netherlands	0 800 022-8073
Portugal	800 819-635
Spain	900-93-15-11

The information you provide is required and collected under the authority of the Government of Canada or it's agent for the purpose of enrollment in a direct deposit service. The information provided is protected under the Canadian Privacy Act and may be accessed through your program department using the Personal Information Bank number PWGSC PPU 040.

The first direct deposit may take approximately three months after receipt of your completed enrollment form.