



ELECTRONIC FUNDS TRANSFER (EFT) ENROLLMENT FORM

Step 1: Complete EITHER the Canadian OR USA/International section of the below depending on the location of your bank.

Step 2: Complete the Expense Report form, ensuring all lines reflect the same currency. It does not matter which currency, as long as all lines are the same. If expenses were incurred in multiple currencies, translate at the appropriate rate. Mileage and meal stipends will always be reimbursed as the CAD equivalent, regardless of where the expense occurred.

Step 3: Send completed form **EFT form, expense report, and receipts** to the appropriate staff member. If the appropriate staff member is unknown, please send to admin@lacrosse.ca.

CANADIAN BANK ACCOUNT

Institution Number:

Transit Number:

Account Number:

Please include a blank void cheque.

USA/INTERNATIONAL BANK ACCOUNT

Account number:

SWIFT code:

Your address:

Bank branch address:

You will not receive automatic notice when a deposit is made into your account. If you have any questions regarding a deposit that is made, please contact admin@lacrosse.ca

I hereby give permission for Lacrosse Canada / Crosse Canada to make deposits directly into the above noted account.

Name:

Signature:

Date: