

New Request    Change

**MEMBER INFORMATION**

Name: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Identification Number: \_\_\_\_\_

If we have questions about this request, how can we contact you:

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

I request my benefits be paid through electronic funds transfer (direct deposit) into this account. I may cancel this authorization at any time by giving written notice to Medavie Blue Cross.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
YYYY/MM/DD

**CURRENT FINANCIAL INSTITUTION INFORMATION**

Name of Bank: \_\_\_\_\_

Financial Institution Number: \_\_\_\_\_ Branch Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

**No previous banking information provided**

**NEW FINANCIAL INSTITUTION INFORMATION**

Name of Bank: \_\_\_\_\_

Financial Institution Number: \_\_\_\_\_ Branch Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

**INSTRUCTIONS**

- The member, who is an employee to the policyholder, is the only person who may update banking information.
- If requesting direct deposit when first enrolling in your benefit plan, give completed Request for Direct Deposit form and a void cheque to your plan administrator, along with your application form.
- If requesting direct deposit in conjunction with a claim, mail completed Request for Direct Deposit form and void cheque along with your claim to your nearest Medavie Blue Cross office.
- Otherwise, mail completed Request for Direct Deposit form and void cheque to our nearest Medavie Blue Cross Office.
- If your banking arrangements change, please complete a new Request for Direct Deposit form and mail with a void cheque to your nearest Medavie Blue Cross office.
- If you would like to terminate your direct deposit arrangement, please advise us in writing. Send your written request to your nearest Medavie Blue Cross office.

**MEDAVIE BLUE CROSS ADDRESSES****Atlantic Canada**

PO Box 220, 644 Main St., Moncton NB E1C 8L3

Fax: 1-506-869-9653

Email: [maax.policy.administrators@medavie.bluecross.ca](mailto:maax.policy.administrators@medavie.bluecross.ca)

**Quebec**

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