



## **eServices fact sheet**

### ***Electronic Funds Transfer (EFT)***

#### **Questions answered in this fact sheet**

1. How do I register to pay by Electronic Funds Transfer?
2. What if the option to pay by Electronic Funds Transfer is not available?
3. How do I update Electronic Funds Transfer information?
4. Who do I contact if I have any questions about Electronic Funds Transfer?

#### **How do I register to pay by Electronic Funds Transfer?**

The following are the procedures on how to register for Electronic Funds Transfer (EFT):

1. Print the following two forms from eServices:
  - a. Payor Application Form
  - b. Employee Authorization for Electronic Funds Transfer Form
2. Complete the forms
3. Send the completed forms to:

British Columbia Securities Commission  
Finance & Administration  
P.O. Box 10142, Pacific Centre  
701 West Georgia Street  
Vancouver, BC Canada V7Y 1L2

or by email at [Finance\\_Admin@bcsc.bc.ca](mailto:Finance_Admin@bcsc.bc.ca)

#### **What if the option to pay by Electronic Funds Transfer is not available?**

You need to register for EFT prior to submitting an exempt distribution report. EFT will be set up within 24 hours.

#### **How do I update the Electronic Funds Transfer information?**

You need to submit new forms with the updated information.

#### **Who do I contact if I have any questions about Electronic Funds Transfer?**

Please contact Finance & Administration by phone at (604) 899-6500 or 1-800-373-6393 (toll-free within Canada) or by email at [Finance\\_Admin@bcsc.bc.ca](mailto:Finance_Admin@bcsc.bc.ca)