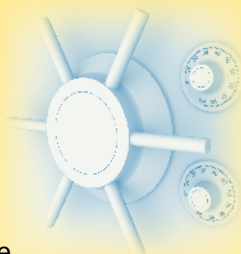


Direct Deposit

The ministry uses direct deposit to issue income and disability assistance payments to clients

Direct Deposit is:

- **Safe**— a bank or credit union is a safe place to keep your money
- **Convenient**— no more lineups, access to funds 24 hours a day
- **Dependable**— money is put into your account automatically



Using a financial institution will also ensure all of your transactions are recorded. This record can help you monitor your expenses and assist you with money management.

Most financial institutions have free access to online and toll-free telephone banking. Through these services, you can pay bills, transfer funds, check balances and review transactions.

Please note: A bank or credit union may charge you a fee for deposits, depending on what type of account you open, but all financial institutions have low-cost account options for persons with minimal banking needs. Contact your bank or credit union to determine the type of account best suited to your needs.



Ministry of
Housing and
Social Development

Getting Set-Up:

1. Open a bank account (if you do not have one already) at the bank or credit union of your choice. You do not need to make a minimum deposit in order to open an account. The bank or credit union will ask you for your name, birthdate, address, telephone number, and two pieces of identification.
2. Obtain an application form for Direct Deposit from your Employment and Assistance office.
3. Attach a personal cheque with "VOID" written on the front OR have your financial institution fill in your account details on the direct deposit application form.
4. Return the completed form to ministry staff.

Please note: If you change financial institutions or any changes occur to your account information, advise ministry staff immediately to ensure that you continue to receive income assistance or disability assistance payments.

Your Privacy

The ministry can only deposit money into your bank account. Banks and credit unions are not allowed to release information about your account to the government or anyone else without your permission or a court order. Please inform your worker if you have any outstanding garnishments or court orders against you as funds can be taken from your bank account to cover these debts.

For More Information

Contact the Ministry of Housing and Social Development by calling toll-free:

1 866 866-0800

Or visit the ministry website at:

www.hsd.gov.bc.ca