

Direct Deposit of Income Support Benefits

What is Direct Deposit?

Through a direct deposit system, Alberta Employment and Immigration puts your benefit payment directly into your bank account. With direct deposit you receive a statement that includes:

- The amount and date of your deposit
- Your budget information
- Your Health Benefits Card
- Your Client Reporting Card (if applicable)

Your benefit information is confidential. We transfer funds to your account, but do not share additional information with your bank. If applicable, you must complete and return your Client Reporting Card to your worker each month.

How Do You Get Direct Deposit?

1. If you do not already have a bank account, open one at any financial institution. If you have problems opening a bank account, contact your worker.

- A joint bank account with a person who is not on your file is not recommended.

2. Fill in the Direct Deposit Registration form.

3. Write "VOID" across a personalized, unsigned cheque and attach it to the form.

4. If you do not have a personalized cheque, have an official at your bank sign,

date and stamp your Direct Deposit Registration. You must sign this form.

5. Return the completed Direct Deposit Registration form to your worker.

If you have a good reason for not using direct deposit (i.e. you are unable to open a bank account because of your credit rating), please discuss your situation with your worker. If you change your bank account, please notify your worker immediately or your benefits will be delayed.

Direct deposit is mandatory. Failure to return your completed Direct Deposit Registration could result in your benefits being delayed.

If you want to know if your payment has been processed, please call 780-427-6942 in Edmonton or toll-free within Alberta by first dialing 310-0000.