



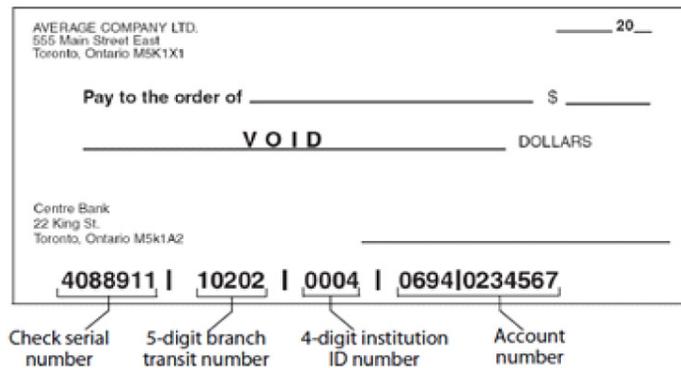
ENWIN Utilities Ltd / Windsor Utilities Commission is pleased to offer electronic ACH / EFT (Automated Clearing House) payments to you, our suppliers. ACH payments provide an alternative to paper checks, giving you the following advantages:

- Better cash management forecasting – accelerated funds availability – certainty of delivery
- Establishment of excellent payment and credit records
- Reduced operating costs through the elimination of paper check handling and check depositing
- Eliminates the possibility of stolen checks: stop payment charges and check reissue costs
- Reduction of bank service charges and check fraud
- Being part of “Going Green” by reducing paper

Enrolling means payment will deposit into your bank account the following day after ENWIN Utilities Ltd / Windsor Utilities makes payment, eliminating the use of paper checks and mail delays. Remittance detail notifying you of an upcoming payment will be provided via email, one day prior to payment.

FAQ

How do I get started? Complete and sign the “Application for Electronic Funds Transfer (Direct Deposit) and remittance advice notification for suppliers” form. Below reflects where you find the bank routing / bank account numbers that need to be included.



What is the process of enrolling in ACH/EFT? Once we receive your completed form, we will contact your company to verify the information provided is accurate. This also provides an opportunity to fill any missing information.

How long does the ACH/EFT enrollment process take? After verification, it could take up to 14 days for the ACH to become effective. During this time the programming is built and tested.

What needs to happen if we change account numbers or financial institutions? If you want to change your ACH/EFT electronic authorization, please complete another “Application for Electronic Funds Transfer (Direct Deposit) and remittance advice notification for suppliers” form and submit it. The process is the same as described above.

Our company has a standard letter that outlines our banking information to be used for ACH/EFT. Can you accept this letter instead of completing and enrollment form? We can certainly use the letter in lieu of completing our form. However we require you to sign, date and provide the effective date of new bank activity on the Application for Electronic Funds Transfer (Direct Deposit) and remittance advice notification for suppliers” form. Without the appropriate signature we are not authorized to set up ACH/EFT for your company. If you want remittance advice information, we would also require your email address as requested on the ‘Application for Electronic Funds Transfer (Direct Deposit) and remittance advice notification for suppliers” form.



WINDSOR
UTILITIES
COMMISSION

**Application for Electronic Funds Transfer (Direct Deposit) and remittance
advice notification for suppliers**

New Banking/E-mail information

Change Banking/E-mail information

Payment Information:

Vendor Name:

Remittance Address:

Name of Financial Institution:

Address of Financial
Institution:

E-mail address:

(To send remittance advice)

Payment remittances will be E-mailed via accountspayable@enwin.com on the day of the EFT payment.

Bank Currency in CAD funds only

Please send a voided cheque or bank letter upon return of application to provide bank account information.

Authorization:

I/we authorize EnWin/WUC to make all payments by direct deposit into the attached bank account information.

Name:

Job Title:

Signature:

Date:

Please E-mail completed forms/questions to: accountspayable@enwin.com