

# BANK LETTER OF DIRECTION

To: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

## Re: Account Holder Instruction and Authorization

Dear Sir or Madam, I/We, the undersigned, hereby instruct and authorize you to act in accordance with the directions set forth in this letter regarding the following bank account(s) held with your institution. This letter serves as a binding directive pursuant to the laws of Canada.

### Account Holder Information:

Full Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### Bank Account Information:

Account Name: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Branch Transit Number: \_\_\_\_\_  
Institution Number: \_\_\_\_\_

### Direction and Authorization:

I/We hereby direct you to release and transfer funds from the above account(s) according to the following instructions. This authorization applies to all transactions initiated under my/our account unless otherwise revoked in writing.

Beneficiary Name: \_\_\_\_\_  
Beneficiary Bank: \_\_\_\_\_  
Beneficiary Account Number: \_\_\_\_\_  
Amount (CAD): \_\_\_\_\_  
Purpose of Transfer: \_\_\_\_\_

### Terms and Conditions:

1. I/We warrant and represent that I/we have full authority to give this direction and that this direction is legally binding and enforceable under Canadian law. 2. I/We acknowledge that the Bank will rely upon this Letter of Direction and shall not be liable for any loss or damage arising from acting on this authorization except in cases of gross negligence or willful misconduct. 3. This instruction remains in effect until a written revocation is received and acknowledged by the Bank. 4. The Bank is authorized to debit my/our account(s) for any fees or charges related to the execution of these instructions. 5. I/We agree to indemnify and hold harmless the Bank from any claims or damages arising from the

execution of this Letter.

**Governing Law and Jurisdiction:**

This Letter of Direction shall be governed by and construed in accordance with the laws of Canada and the Province of Ontario. The parties submit to the exclusive jurisdiction of the courts of the Province of Ontario for any disputes arising hereunder.

**Signatures:**

**ACCOUNT HOLDER SIGNATURE**

**WITNESS SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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