

Direct Deposit Payments

To: All Child Care Programs receiving Enhanced Staff Support Funding payments from Children's Inclusion Support Services

From: Accounts Payable - Andrew Fleck Children's Services

**Subject: Direct Deposit Payments for CISS
Enhanced Staff Support Funding Invoices**

We are able to pay your Enhanced Staff Support Funding invoices with direct deposit into your Child Care Program's bank account.

Direct payment is as easy as 1-2-3! Simply fill out the attached authorization form and return it along with a VOID cheque and then send in your invoices on a monthly basis.

Payments are processed and deposited on a biweekly schedule. Programs are expected to invoice monthly for each contract. You will receive payment confirmation and details by mail.

Don't delay, get set up today!

If you have any questions or if we can be of any assistance, please contact:
Josée Arbour at 613-736-1913 ext. 226
or email jarbour@afchildrensservices.ca

Thank you