



## **Christmas Boundary Interest Distribution**

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Council, at their October 23, 2024 meeting, has approved the annual distribution to be made November 29, 2024 based on the Band Status Membership registered as of October 30, 2024 as follows:

- \$754 per Band Status Member from the 2024/25 Boundary Trust Income Allocation budget
- \$746 per Band Status Member from the Unspent Boundary Trust Surplus (per the 2022/23 balance)

To be paid as follows:

- \$1,500 per adult (aged 18 and over) per the dates identified below
- \$1,500 per child (aged 0-17) set up as payable and will be paid upon turning 18

### **PAYMENTS BY EFT**

Adult payments will be paid by EFT (electronic funds transfer) and will be uploaded to the RBC on Friday, November 29, 2024 for all Band Status Members existing in our accounting system based on the current banking information in the Accounting System.

EFT funds may take up to 5 days to be deposited into your account so if you have not received your funds by Friday, December 6<sup>th</sup>, then please contact us at that time. Inquiries received prior to that date will not be accepted. Please call into the band office 807-623-9543 and ask for Member Distributions or send an inquiry by email to [accountspayable@fwfn.com](mailto:accountspayable@fwfn.com).

If your banking information has changed, then you should refer to the instructions on page 2 to update this information. We need to receive the updated information no later than Friday, November 15<sup>th</sup> to ensure payment is processed to the right account. Any new direct deposit information received after November 15<sup>th</sup> will be processed on Friday, December 13<sup>th</sup>. After that, we will be processing all late banking submissions on the 3<sup>rd</sup> Friday every month.

### **PAYMENTS BY CHEQUE**

For those members who are not a resident in Canada, cheques will be automatically issued and mailed to your last updated mailing address. If you wish to pick up your cheque at the Band Office, please notify us no later than November 29<sup>th</sup> or your cheque will be mailed out.

Members who do not have a current bank account and would like to request a payout by cheque will have to submit a 2024 Christmas Distribution cheque Request Form. This is available for pick-up at 2nd floor reception of the Band Office (Orion Building, Suite 201, 100 Little Lake Road, Fort William First Nation, P7J 0L2) or can be emailed to you upon request to the receptionist by calling 807-623-9543 or emailing [reception@fwfn.com](mailto:reception@fwfn.com). For all forms received by Friday, November 15<sup>th</sup>, the cheques will be ready for pickup on Friday, December 6<sup>th</sup>.

Requests received after that date will take 4-5 business days to process. Cheques will be available for pick-up from Finance only after you receive a call that they are ready.

**In all cases, members must pick up their own cheque and will be required to show identification.**

Questions regarding the above can be addressed to Esther Pervais, Finance Officer or Sandra Buosi, CFO at 807-623-9543.



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### **DIRECT DEPOSIT FORMS FOR MEMBER DISTRIBUTIONS**

Please keep your banking information up-to-date with Finance to receive payments by EFT (Electronic Funds Transfer). If you change your financial institution or have not yet provided any banking information to Finance, the following options are available to submit your Direct Deposit Information:

1. Mail in, or hand deliver to the new band office, a VOID cheque from your chequing account that has your current address information on it. Please enclose a brief note that includes your signature, date, phone number, email address, and status number.
2. If you have online banking, you can print out your own Direct Deposit form that is pre-populated with your name, address and bank account information already on it. Add to this form your signature, date, phone number, email address, and status number. This form can be mailed in or delivered to the new band office reception. Finance will not process a manually filled out/hand-written direct deposit form that is not bank-stamped and bank-dated by your branch.
3. You can also visit your financial institution and have them fax FWFN Finance directly at (807) 623-5190 your direct deposit form **after you signed and dated it and included your status number, phone number and email address**. The fax must be faxed from the financial institution and cannot be faxed from a third-party fax number. Please note, some financial institutions provide this fax service and some do not. In the event they do not, you will need to mail this direct deposit form to us, as we will require your original signature.
4. Please note Finance does not process any banking updates by e-mail or pictures or hand-written account information.
5. If you are providing your banking information for FWFN employee payroll purposes, you will need to consent to release this information from FWFN Payroll to share this information to FWFN Accounts Payable and you will need to sign and date this form along with FWFN Payroll sign off.