

BC OnLine Electronic Funds Transfer (EFT) Agreement Enhancements

We are pleased to announce enhancements to the BC OnLine EFT process.

VIEWING YOUR EFT INFORMATION

As a Prime Contact, you can now:

- View your existing bank account on file
- View your EFT agreement parameters
- View your list of Cheque Approvers

Your EFT information can be easily accessed through the Account Management Main Menu under EFT Information.

CHANGES THAT REQUIRE ASSISTANCE FROM BC ONLINE


Some account changes still require the assistance of the BC OnLine Administration staff.

The new and improved Online Change Form is now pre-populated with account and User ID information. You no longer need to sign and send the Online Change form. It is now submitted electronically. You will receive a copy by email.

You will use the Online Change Form (OCF) to:

- Change your bank account information
- Add or Remove a payment method
- Add or Remove a Cheque Approver
- Change your existing EFT parameters

There are multiple ways to access the new Online Change form:

- By clicking the blue Change Account button 
- By selecting Change Existing Account on the Account/Userid Menu

****Please note that only Prime Contacts can request changes to Payment Options. It is the responsibility of the Prime Contact to ensure they are authorized to request changes to financial information.**

For more information, please contact BC OnLine at 1-800-663-6102.