

## Step 1 – Remitting a Single Payment via EFT

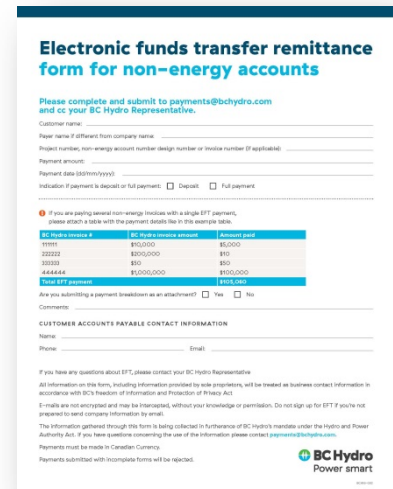
Please use the form:

### Electronic funds transfer remittance form for non-energy accounts

Before making a payment, **please ensure that you have received an invoice from BC Hydro**. If you have not received an invoice please contact your BC Hydro representative at the email addresses below.

Please complete the following information:

- Customer Name
- Payer Name if different from Company Name
- BC Hydro Invoice Number
- Payment Amount
- Payment Date (dd/mm/yyyy)
- Please Check the Box to indicate whether payment is **Deposit or Full Payment**
- Please Check the Box to indicate whether you are submitting a payment breakdown as an attachment: **Yes/No**  
If Yes, please proceed to Step 2 below
- Comments as applicable
- Customer Accounts Payable Contact Information - Name, Phone Number and Email
- Email the form(s) back to [payments@bchydro.com](mailto:payments@bchydro.com) and cc your BC Hydro Representative:  
For Distribution Attachments:  
[distribution.attachments@bchydro.com](mailto:distribution.attachments@bchydro.com)  
For Transmission Attachments:  
[transmission.attachments@bchydro.com](mailto:transmission.attachments@bchydro.com)
- Post the EFT payment to the BC Hydro Account Provided**



**Electronic funds transfer remittance form for non-energy accounts**

Please complete and submit to [payments@bchydro.com](mailto:payments@bchydro.com) and cc your BC Hydro Representative.

Customer name: \_\_\_\_\_

Payer name if different from company name: \_\_\_\_\_

Original number, non-energy account number, design number or invoice number (if applicable): \_\_\_\_\_

Payment amount: \_\_\_\_\_

Payment date (dd/mm/yyyy): \_\_\_\_\_

Indication if payment is deposit or full payment:  Deposit  Full payment

If you are paying several non-energy invoices with a single EFT payment, please attach a table with the payment details like in this example table.

BC Hydro Invoice #	BC Hydro Invoice amount	Amount paid
11111	\$100,000	\$20,000
22222	\$200,000	\$10
33333	\$50	\$50
44444	\$1,000,000	\$100,000
<b>Total EFT payment:</b>		<b>\$120,000</b>

Are you submitting a payment breakdown as an attachment?  Yes  No


Comments: \_\_\_\_\_

**CUSTOMER ACCOUNTS PAYABLE CONTACT INFORMATION**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

If you have any questions about EFT, please contact your BC Hydro Representative. All information on this form, including information provided by site preparators, will be treated as business contact information in accordance with BC's Freedom of Information and Protection of Privacy Act. E-mails are not encrypted and may be intercepted, without your knowledge or permission. Do not sign up for EFT if you're not prepared to send company information by email. The information gathered through this form is being collected in furtherance of BC Hydro's mandate under the Hydro and Power Authority Act. If you have questions concerning the use of the information please contact [payments@bchydro.com](mailto:payments@bchydro.com). Payments must be made in Canadian Currency. Payments submitted with incomplete forms will be rejected.




## Step 2 – Complete Additional Form for Multiple Payments

If you are submitting multiple payments, please use the form:

### **Electronic funds transfer remittance payment breakdown for non-energy accounts**

Please complete the following information:

- Customer Name
- Non-energy Account Number
- Customer Accounts Payable Name and Phone Number
- Payment Date
- Insert details for each payment within table provided
- Include a completed copy of this form along with Form completed in Step 1 and email to [payments@bchydro.com](mailto:payments@bchydro.com) and cc your BC Hydro Representative:
  - For Distribution Attachments:  
[distribution.attachments@bchydro.com](mailto:distribution.attachments@bchydro.com)
  - For Transmission Attachments:  
[transmission.attachments@bchydro.com](mailto:transmission.attachments@bchydro.com)
- Post the EFT payments to the BC Hydro Account Provided**

BC Hydro Account #	BC Hydro Account Number	Amount Paid	Product Number or Other Item

