

Vendor Direct Deposit (EFT) Authorization

The Colour Market pays vendor sales payouts by electronic funds transfer (EFT) directly into your Canadian bank account on the **15th of each month**, covering the previous month's sales. Please complete every section, sign, and return this form with a void cheque or direct deposit form from your bank before your first payout.

Return completed forms in person at the store or as directed by our team. **Please do not send banking details by regular email or text.**

Section 1: Vendor information

Full name or business name

Brand name (if different)

Contact name

Phone

Email

Mailing address

City, Province, Postal code

Shelf / space number

Rental start date

Section 2: Banking information

The account must be a Canadian chequing account in the name of the vendor or the business listed above.

Account holder name (as on account)

Bank / financial institution name

Branch address

Transit number (5 digits)

Institution number (3 digits)

Account number (up to 12 digits)

☐ Void cheque or bank-issued direct deposit form attached (required)

Privacy

The Colour Market collects this information only to pay vendor payouts and keep required tax records, in line with BC's Personal Information Protection Act (PIPA). It is stored securely, accessed only by authorized staff, and not shared except with our bank to process payments.

Section 3: Payout and tax details

Payouts are deposited on the **15th of each month** (or the next business day if the 15th falls on a weekend or holiday) and cover your sales from the **previous calendar month**. For example, the November 15 payout covers sales from October 1 to 31.

A 3% processing fee applies only to sales paid by debit or credit card. Cash sales are not charged this fee.

With each payout, we will email a sales statement showing each item sold (SKU), quantity sold, selling price, processing fees, and your net payout.

Email for payout statements

GST/HST registered?

☐ Yes ☐ No

GST/HST number (if registered)

PST number (if applicable)

Section 4: Authorization

I authorize The Colour Market (Hue & Hammer) to deposit vendor payouts by EFT into the account listed above. If a deposit is made in error, I authorize The Colour Market to reverse it or I agree to repay the amount. This authorization stays in effect until I give The Colour Market written notice of a change or cancellation at least 10 business days before the next payout date.

I confirm the information on this form is accurate and that I am authorized to provide these banking details on behalf of the business.

Signature

Printed name

Title / role

Date

Office use only

☐ Void cheque verified

Received by

Date received

Entered in banking system by

Date entered

Vendor ID