

Please email this form to [invest@mfa.bc.ca](mailto:invest@mfa.bc.ca)

Participant Name: \_\_\_\_\_  
 Participant Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Contact Email: \_\_\_\_\_  
 Account Number: \_\_\_\_\_ Transit Number 00090 \_\_\_\_\_ - \_\_\_\_\_

**Step 1: Enter new software token user information.** Please note that should your organization cell phone policy not permit software tokens please contact us directly for hardware token set up. The mailing address is the same as above

Username	Email	Telephone No.	Device Model Type	Software Token
				Y
				Y
				Y

**Step 2: Please complete the access for each new user**

**PART 1 = Participant level 1 - For payment transactions and information reporting, the person creating the payment CANNOT approve/release it**

Participant 1 Username	Reporting/ e-statement	Ad-hoc EFT PAD/DD via template and free form ("pull & push")	Ad-hoc EFT-PAD/DD via template and free form ("pull & push")	Beneficiary Contacts Access (hard coded to No)	Admin Reports
	Y	Y	Y	N	N
	Y	Y	Y	N	N
	Y	Y	Y	N	N

**PART 2 = Participant level 2 - For information reporting only**

Participant 2 Username	Reporting/ e-statement	Beneficiary Contacts Access (hard coded to No)	Admin Reports
	Y	N	N
	Y	N	N
	Y	N	N

**Participant Authorization:** The undersigned representatives of the Participant acknowledge that the person(s) being assigned access to CMO are designated representatives of the Participant and are solely responsible for transacting funds in and out of the Participant's subaccount

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_ Title: \_\_\_\_\_

**MFABC Authorization**

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Print Name: \_\_\_\_\_  
 Title: \_\_\_\_\_ Title: \_\_\_\_\_