



Today's Date

Client Name
Address

SR#: [Click here to enter](#)
Case #: [Click here to enter](#)
MIS Case #: [Click here to enter](#)

Dear Client Name:

To confirm your eligibility for assistance, you need to submit your bank profile and a 60-day bank statement from [date](#) to [date](#).

Your bank may refer to the bank profile by another name. Some examples include:

- | | |
|---|--|
| <input type="checkbox"/> Bank of Montreal | Linked Account Inquiry |
| <input type="checkbox"/> CIBC | Customer Product Summary |
| <input type="checkbox"/> Hong Kong Bank | Account and Position Inquiry |
| <input type="checkbox"/> Laurentian Bank | Summary of Accounts |
| <input type="checkbox"/> Royal Bank | Client Profile/Financial Summary Information |
| <input type="checkbox"/> Scotia Bank Relation | Individual Customer Profile and Account |
| <input type="checkbox"/> TD Canada Trust | Total Accounts Inquiry/Customer Portfolio |

If we do not get this information, your cheque may be delayed.

You can mail this to us or drop it off at our office at [local office address](#). You can also fax it to us at [local fax number](#).

If you have any questions, please call the Ministry of Social Development and Poverty Reduction [Choose an item](#)

Sincerely,

Enter Name
Ministry [Choose an item](#)

HR3218(19/02/07)
Security Classification: MEDIUM

Enclosure(s): [Click here to enter](#)

The Ministry of Social Development and Poverty Reduction operates under the authority of the *Employment and Assistance Act* and Regulations, and the *Employment and Assistance for Persons with Disabilities Act* and Regulations.