

## CONTACT INFORMATION

Please fill out this form electronically. You will need Adobe Acrobat Reader, which can be downloaded free of charge from Adobe.com. If you are unable to download the free program, please contact us. Completed forms are submitted to: [finance@mfa.bc.ca](mailto:finance@mfa.bc.ca).

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**Organization Legal Name**

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**Contact Name**

**Contact Email**

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**Effective Date**

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**Step 1: Enter client contact information**

Organization Legal Name			
Organization Street Address			
Organization Mailing Address	Provide mailing address if street address is different		
City		Postal Code	

**Step 2: Enter primary contact information**

Please note that the head of your finance department MUST receive all Municipal Finance Authority correspondence. Chief Financial Officers should arrange to forward any Municipal Finance Authority correspondence to the appropriate person(s) in their own team as required, either by email or letter.

Salutation (Mr, Ms, etc.)		Full Name	
Title			
Email Address			
Telephone Number			

**Step 3: Authorization**

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CFO Signature:

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For MFA Use Only	
<input type="checkbox"/>	Reviewed by: