



Law Society Payment Option Sheet

1. Cheque or Bank Draft

Cheques and bank drafts should be made payable to the Law Society of British Columbia. Cheques may be post-dated to the due date specified on the invoice.

To calculate the US-dollar amount of the cheque or bank draft, divide the Canadian amount due on the invoice by the exchange rate of **1.22**. For example, if the amount due is CDN\$1,201.81, the US-dollar amount would be US\$985.09.

To calculate the UK-pound amount of the cheque or bank draft, divide the Canadian amount due on the invoice by the exchange rate of **1.67**. For example, if the amount due is CDN\$1,201.81, the UK-pound amount would be £719.65.

2. On-line Banking

- Payment can be made through personal online banking with your financial institution.
- Payments will be facilitated in the same way as paying utility bills online.
- Your member ID is the six digit account number. If your member number is less than six digits, please add zeros at the beginning to increase the number to six digits. Please don't confuse your member number with your invoice number.
- Please note that you do not need to add a \$15 transfer fee. That is only for wire transfers.

Please allow 3-5 business days from the date of payment for processing.

3. Wire Transfer

- Please add a \$15 wire transfer fee to your total invoice amount when using this option.
- Include your member number, invoice number and wire transfer amount in the wire payment details.
- Notify us either by email at finance@lsbc.org or by fax at 604.687.0135 when you have paid by wire transfer so we can trace the payment and apply it to your invoice.

Bank Account Information:

Transit Number: 00040
Bank Account Number: 1622826
IBAN: 00041622826
SWIFT BIC Code: BOFMCAM2

Branch Address:

Bank of Montreal
595 Burrard Street
Vancouver, BC V7X 1L7

Questions?

The enclosed invoice sets out billing information based on current Law Society records. If you have questions about your fee invoice, please contact the Member Services Department by email at memberinfo@lsbc.org or by phone at 604.605.5311.

Please note that the Law Society DOES NOT accept credit card payments or INTERAC e-transfers.