

Law Society Payment Option Sheet

All payments must be in **Canadian dollars**. *Payments made in foreign funds will be returned unprocessed.*

1. Cheque or Bank Draft

- Payable to the Law Society of British Columbia.
- Must be delivered to the Law Society by the due date.
- Cheques may be post-dated to the due date specified on the invoice.
- If you have stopped payment on a cheque or bank draft, you must notify finance@lsbc.org immediately to avoid the return payment fee of \$21.00.

2. Online Banking

- Pay online through your financial institution via bill payment (**not** e-Transfer).
- Enter your **6-digit** Member ID/Student ID (add leading zeros if needed) as your LSBC account number. Do **not** use your invoice number.
- LSAP, Temporary Articles and Transfer applicants who have **not** been assigned an ID should use 111111 as your LSBC account number.
- Allow 3-5 business days from the date of payment for processing.

3. Wire Transfer - Recommended for international payments only (Service fee applies)

- Add a \$15 wire transfer fee to your total invoice amount **and** any additional charges imposed by your bank and intermediary financial institution(s). Ensure to check with your bank on all charges as short payments will result in further fees.
- Include your Member ID/Student ID, invoice number and wire transfer amount in the wire payment details.
- Notify us by email at finance@lsbc.org to trace payment and apply to your invoice once payment is made.

Bank Account Information:

Transit Number: 00040
Bank Account Number: 1622826
IBAN: 00041622826
SWIFT BIC Code: BOFMCAM2
Canadian Routing Code: 000100040
Account Type: Chequing

Branch Address:

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

The Law Society does **NOT** accept credit card, debit card, or INTERAC e-Transfers.

Questions? Contact the Registration and Licensee Services department at:
registration@lsbc.org or 604-605-5311.