

## Change of Treasurer Information

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In order to keep our records up to date and to ensure continuing communication between the Finance Department and the Parishes, we request that this form be returned to us at any time that there is a change in the Parish Treasurer. **All future Parish Remittance Advices, Allotment Statements and Payroll Statements will be sent to the address noted below unless stated otherwise.**

If your Parish would like these inquiries and documents to go directly to the parish office, please list the parish office address below.

PARISH: \_\_\_\_\_ ID \_\_\_\_\_

PREVIOUS TREASURER'S NAME: \_\_\_\_\_

NEW TREASURER'S NAME: \_\_\_\_\_

Address where the documents are to go:

ADDRESS \_\_\_\_\_ Parish Office (y/n)

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PHONE # - Parish: \_\_\_\_\_ Treasurer: \_\_\_\_\_

E-MAIL - Parish: \_\_\_\_\_ Treasurer: \_\_\_\_\_

DATE EFFECTIVE: \_\_\_\_\_

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**Please change the Consolidated Trust Fund Administrator information to the above person:**

Yes : \_\_\_\_\_ No: \_\_\_\_\_

If yes, please fill in the Change of Consolidated Trust Fund Information form included in the Handbook

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Wardens:

Name	Signature	Date
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Name	Signature	Date
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We sincerely appreciate your co-operation in this matter.

Finance Office  
FAX 902-425-0717  
Email: tcummins@nspeidiocese.ca

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For Synod Office use only:

Distribution: T.Cummins: \_\_\_\_; J.Roby (database/governance): \_\_\_\_; J.Connors (Parish Treasurers Contact Group) \_\_\_\_;  
P.Pearse (if applicable): \_\_\_\_

Revised 11/21/2018