

Maintenance Enforcement Program (MEP)

Preferred Payment Options for Employers

There are several ways to send payments to the Maintenance Enforcement Program (MEP). You can help your employees avoid late-payment penalties, interest charges and collection actions by ensuring payments are sent to MEP as soon as pay deductions are made. To help you save time and money in sending maintenance payments for your employees, we encourage you send payments in one of these three ways:

1. Telephone or Internet Banking

Contact your bank first to set up telephone or Internet payment options. Once this is set up:

- The payee is the *Alberta Maintenance Enforcement Program*;
- The payee account (or customer or billing number) is the employee’s seven-digit MEP file number.

If you have several employees to send money to MEP for, **enter each payee individually, to ensure that the funds you are remitting are applied to the correct MEP file.** For example, if you are sending money to MEP for one employee with the MEP file number 1234-567, and another employee with the file number 7654-321, enter:

Payee	Account/Customer/Billing number	Payment amount
Alberta Maintenance Enforcement Program	1234567	100.00
Alberta Maintenance Enforcement Program	7654321	502.00

2. Direct Deposit or Electronic Funds Transfer

You can deposit money directly into MEP’s bank account through your bank or accounting computer software. Once the direct deposit is made, you must contact MEP’s Revenue Department so staff can track the payment and ensure it is received, and applied to the correct MEP file. Please address your correspondence “Attention Revenue Team Lead, Revenue Unit, Maintenance Enforcement Program, Edmonton, Alberta” and send it in an email to [just.meprevenue@gov.ab.ca](mailto:just.meprevenue@gov.ab.ca) or send it via fax to 780-401-7570. Please be sure to include in your correspondence the employee’s name, their MEP file number, and the amount of money deposited.

3. Electronic Data Interchange

To use this method of payment, Electronic Data Interchange (EDI) computer software or in-house information technology set-up is required. Most banks or payroll service providers offer their clients an EDI solution. MEP can receive deposit and remittance details through the standard EDI 820 format. When using EDI, you do not need to email or fax MEP to confirm payments that have been made. Contact your bank representative or payroll service provider for more information about EDI.

To set up direct deposit or EDI, you need the following MEP bank account information:

Bank: Royal Bank of Canada  
 Address: 10107 Jasper Avenue, Edmonton, Alberta T5J 1W9  
 Bank no. 003  
 Transit no. 03749  
 Account no. 0000281

This document is part of a series of MEP information sheets that can be obtained in the following ways:

- MEP’s website at [www.albertamep.gov.ab.ca](http://www.albertamep.gov.ab.ca)
- MEP’s fax-on-demand service on the *MEP Info Line* by calling 780-422-5555 and using the catalogue number of the information sheet you wish to request

\* **Toll-free** service to all Government of Alberta phone numbers is available from anywhere in Alberta by calling 310-0000 and following the voice prompts