



Direct Deposit Election Form

I hereby authorize Total Administrative Services Corporation, hereinafter called TASC, to initiate credit entries for _____(name) to my checking account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION, to credit the same to such account. **I acknowledge that the origination of ACH transactions to my checking account must comply with the provisions of U.S. law.**

(Financial Institution Name) (Branch)

(Address) (City/State) (Zip)

(Checking/Saving Account Routing Number) (Checking/Saving Account Number)

You must attach a copy of a voided check to this form to activate this service to your checking account. We will not accept checking account deposit slips. You must attach a deposit slip for savings account verification.

This authority is to remain in full force and effect until TASC has received written notification from me of its termination in such time and manner as to afford TASC and my FINANCIAL INSTITUTION a reasonable opportunity to act on it.

(Print Employer's Name) (Client ID Number)

(Print Participant's Name) (Signature)

(Participant ID# if known, or Social Security Number) (Date)

Notes:

- All written credit authorizations must provide that the Receiver may revoke the authorization only by notifying the Originator in the manner specified in the authorization.
- Single entry reversals do not require authorization by the Receiver. Therefore, previously recommended language regarding the initiation of possible debit entries is no longer stated in the authorization.
- The underlined language in the authorization above represents the disclosure requirement associated with the clarification of OFAC economic sanction policies upon ACH Network Participants.
- Due to our effort to insure accuracy in establishing your direct deposit account, your initial transactions will occur by check. Please allow 7-10 days for processing. Thank you for your patience.

**Return the completed form to: FlexSystem
2302 International Lane
Madison, WI 53704
Or by fax: 608-245-3623**

The information contained in this communication is confidential and to be used by TASC employees and representatives for only its intended purpose.

© Total Administrative Services Corporation