

Electronic Payment Authorization Form

Get your pay the easy way! Make payday quick and easy by switching to electronic payments.

You have two convenient electronic options:

AccelaPay® Visa® Card

With the AccelaPay Visa Card, your pay will be deposited onto a prepaid Visa card. The AccelaPay Visa Card can be used to make purchases everywhere Visa debit cards are accepted worldwide. There is no monthly fee, and you can get cash at any Visa/Plus ATM.*

OR

Direct Deposit

By choosing traditional direct deposit, your pay will be deposited directly into your checking or savings account each payday.

First Name _____ M.I. _____ Last Name _____

SS# _____ Date of Birth _____

Address _____ Apt.# _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____

[Only fill out following information if choosing Direct Deposit]

Checking

Savings

Note: Make sure to attach a voided check at the bottom of the form.

Depository (Bank) Name _____ Branch _____

City _____ State _____ Zip _____

Transit/ABA# _____ Account# _____

I hereby authorize my employer to initiate credit entries (deposits) and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my AccelaPay Visa Card or bank account indicated above or bank account indicated above. This authorization will remain in effect until cancelled by me with written notification to my employer.

Signature _____ Date _____

If choosing direct deposit...
PLEASE ATTACH A VOIDED CHECK OR COPY OF CHECK HERE
Do not attach a deposit slip, the routing number is not always correct

*Some fees may apply. Please refer to the back of your card carrier for a list of potential fees.



AccelaPay Frequently Asked Questions

Getting the Card

When will I get my card?

Your card will arrive in 5-7 business days.

What do I do after I receive the card?

After receiving the card in the mail, you must call 866-363-4134 to activate the card and choose your PIN.

Using the Card

How do I make a purchase with my card?

Your card works much like other prepaid or debit cards. Use it wherever Visa is accepted – online, over the phone, at grocery stores, retail stores, restaurants, medical offices, etc. Always make sure to know your balance before you shop.

How can I get cash with my card?

There are three ways to get cash with your AccelaPay Visa:

- Use your AccelaPay Visa to get cash at virtually any ATM in the U.S. and around the world.
- Receive cash withdrawals at Visa issuing banks or credit unions.
- Use the cash-back option at thousands of merchants nationwide, like major retailers, grocery stores, pharmacies and convenience stores, at no additional charge.

How do I get cash at a bank or credit union?

Make sure to know your balance. The teller will not have access to this information. Ask the teller for a cash withdrawal in the amount you wish to withdraw. Keep your receipt and keep track of your remaining balance.

How do I get cash back from a merchant?

When the authorization machine asks for credit or debit, select 'debit'. Enter your 4-digit PIN. Select 'Yes' for cash back. Enter the amount, press 'OK'. There is no fee to get cash back with purchase.

Features

How can I check the available balance on my card?

You can obtain your current available balance in three ways:

- View your account online at www.accelapay.com
- Do a balance inquiry at an ATM
- Call the toll-free Customer Care Center at 866-363-4134

Can I pay my bills from the AccelaPay website?

Yes. After you login to the AccelaPay website, select the Bill Pay link and accept the Subscriber Agreement. You have the option to set up payees and payment options. Payment options include one time payment, pay at a future date and pay automatically at regular intervals. The Bill Pay fee is only \$0.99 per payment. Compare this to the average cost of a Money Order (\$0.79) and stamp (\$0.44). Bill Pay offers a savings of almost a quarter for each payment made.

Will I get a monthly paper statement in the mail?

No. If you would like to receive a paper statement, please go online at www.accelapay.com or call the Customer Care Center to make this request. A monthly fee of \$2.00 will be assessed.

Fees

What fees are associated with this card?

You will also receive the list of potential fees with your card carrier. They are as follows:

- A \$1.50 fee will be assessed for each ATM withdrawal. (ATM owners may also assess their own fee for each transaction.)
- A \$0.50 fee will be assessed for each balance inquiry at an ATM.
- If the account is inactive for 90 consecutive days a \$2.00 fee per month will be assessed. The fee is charged each month until the account becomes active again or until the balance reaches \$0.
- The first 3 calls each month to the AccelaPay Customer Care Center in which you speak to a live representative are free. Each additional call per month is a \$3.00 fee.
- Standard card replacement is Free, and the card will arrive in 3-5 business days via standard U.S. mail. For expedited card replacement a \$15.00 fee will be assessed. The card will arrive in 2 business days via UPS.
- View your monthly statements for Free online at www.accelapay.com. A \$2.00 fee will be assessed each month if paper statements are requested.

Can I make a purchase for more than the amount on my card?

If you need to make a purchase for more than the amount you have on your card, you will need to use two forms of payment. Tell the cashier how much you want taken from the balance on your card - the cashier cannot determine your available balance. Then, pay the remaining balance with cash, check, credit card or check card.

Customer Service

Can I contact my local bank for customer service on my AccelaPay Visa Card account?

No. You must direct all of your AccelaPay Visa Card questions to the toll-free Customer Care Center line. You may also utilize the web site, www.accelapay.com, for inquiries.

What happens if the card is lost or stolen?

Call the toll-free AccelaPay Visa Card Customer Care Center number, 866-363-4134, to report a lost or stolen card. A new card will be issued and any remaining balance will be transferred to the new card. You will not be responsible for any confirmed fraudulent activity that occurs on your card.*

AccelaPay Card Customer Care Center: 866-363-4134

* U.S. issued cards only. The Zero Liability Policy does not apply to ATM transactions, or to PIN transactions not processed by Visa. See the Cardholder Agreement for details.

Making Every Payday Easier, Safer, and More Convenient

Instead of paying fees to cash checks, employees can now get their payroll deposited to a Prepaid Visa Debit Card – the U.S. Bank AccelaPay Card.



Benefits:

- **Pay immediately available on payday**
- **No bank account required**
- **Safer than carrying cash**
- **No expensive check-cashing fees**
- **The power of Visa in your wallet**
- **Pay all your bills from one central website: www.accelapay.com**

What is the AccelaPay Card?

The AccelaPay Card is a Visa prepaid debit card. Your payroll funds will be automatically deposited to your card the morning of each payday. Purchases or cash withdrawals are deducted from the available balance on the card.

Works like a Visa debit card:

- Use your AccelaPay Card at millions of places that accept debit cards.
- Make purchases in stores, over the phone, online or pay bills with your card.
- Get cash at over 1.2 million Visa/Plus® ATMs.*
- Use the cash-back option at participating merchants or withdraw cash at any bank or credit union that accepts Visa.

Safe

- Your money is safe. Unlike cash or checks, your AccelaPay Card can be replaced if lost or stolen - and its value restored.**
- FDIC insured

Using the card:

- **No fee to make a purchase**
- **No fee to get cash back with purchases**

*The owner of the ATM may also assess a surcharge fee.

**The Zero Liability Policy protects you 100% against unauthorized purchases. U.S.-issued cards only. This does not apply to ATM transactions or to PIN transactions not processed by Visa. See your cardholder agreement for details.