

Using our direct deposit program helps avoid lost or stolen checks, mail delays, and unnecessary trips to your bank. Most important, with direct deposit, your money will be there for you when you need it most.

ADVANTAGES

- Direct deposit is free.
- You get your payments faster.
- Your banking time is shortened.
- Direct Deposit can become effective in as few as ten business days.

Once you complete the enrollment form, please either:

- Fax to (616) 285-0701
- E-mail to flex@varipro.com
- Mail to: Varipro
 Attn: Flex Department
 5300 Patterson Ave SE, Suite 150
 Grand Rapids, MI 49546

IMPORTANT INFORMATION

- Direct deposit is entirely voluntary. If you prefer to receive your reimbursement checks by mail, please disregard this notice and enrollment form.
- You must attach a voided check to this completed form to expedite your direct deposit set-up.
- Direct deposit can be stopped at any time by
 - Calling (800) 732-3412
 - E-mailing flex@varipro.com
 - Faxing to 616-285-0701 with a note to cancel.
- Your direct deposit will be cancelled before your Employer's next reimbursement check run.

Varipro Direct Deposit Enrollment Form:

Kent County

I authorize Varipro to initiate credit entries and, if errors occur, I authorize the correction of entries to my account as indicated. This authorization is to remain in force until I terminate it in writing.

CHECK ONE: Initial Set-Up Change

TYPE OF ACCOUNT (Select One Only) Checking Savings

BANK ROUTING/ABA #: _____

(This is the nine digit number located at the bottom, far left of your checks. Check with your bank for the correct number for a savings account deposit.)

BANK ACCOUNT #: _____

BANK NAME: _____

BANK BRANCH (City, State): _____

PARTICIPANT INFORMATION

PARTICIPANT NAME: _____

PARTICIPANT DAYTIME PHONE #: _____

SOCIAL SECURITY #: _____

AUTHORIZED ACCOUNT SIGNATURE: _____

EMAIL ADDRESS: _____

ADDITIONAL INFORMATION

1. Complete and sign this authorization form.
2. **ATTACH A COPY OF A VOIDED CHECK. YOUR DIRECT DEPOSIT WILL NOT BE PROCESSED UNTIL WE RECEIVE BOTH THIS COMPLETED FORM AND A VOIDED CHECK.**
3. Fax the signed form to (616) 285-0701, e-mail it to flex@varipro.com or mail it to:

Varipro
Attn: Flex Department
5300 Patterson Ave, SE, Suite 150
Grand Rapids, MI 49512

4. After your claim is paid, direct deposits take only 1-2 days to reach your bank.
 5. Allow approximately 10 business days for direct deposit to become effective.
 6. You will be able to view your direct deposit claims online at www.MyRSC.com
 7. Notify Varipro immediately if you change financial institutions.
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If you have any questions, please call us at (800) 732-3412 or e-mail us at flex@varipro.com.