

NO MORE WAITING FOR YOUR CHECK IN THE MAIL



Fax to: BeneFLEX HR Resources, Inc.
10805 Sunset Office Drive, Suite 401
St. Louis, MO 63127
(314) 909-6983

Flexible Benefit Plan Authorization for Direct Deposit of Reimbursement Claims

Everyone who has elected to participate in the Medical or Dependent Care Spending Accounts can now sign up for those reimbursements to come via direct deposit. No more waiting for your check to come in the mail. Everyone who signs up for this free feature will be rewarded with immediate reimbursement/direct deposit on the day following processing. With some banks, it is the same day!

You still submit the form for reimbursement the same way. The only change is the money goes directly into your account. You don't have to wait for the check or go to the bank to deposit your reimbursement. You can verify your direct deposit on line or with (IVR) Interactive Voice Response through the bank.

If you have any questions contact BeneFLEX HR Resources at 1-800-631-3539.

Employee Name: _____ **Last 4 digits of SS#** _____

Employer: _____

I hereby authorize BeneFLEX HR Resources to initiate credit entries to my (check one) **checking account** or **savings account** listed below and the depository named below (Depository) to credit the same to such account as well as debit entries initiated in error.

Account Number: _____

Depository (Financial Institute): _____ **Branch** _____

City: _____ **State:** _____

Bank ACH Routing Number: _____

The authority will remain in full force and effective until BeneFLEX HR Resources has received written notification from me of its termination in such time and in such manner as to afford BeneFLEX HR Resources a reasonable opportunity to act on it. I also understand by signing this, I am verifying I understand I am responsible for the accuracy of the initial information and the updating of these subsequent fields (i.e. Changing bank accounts, bank name changes, etc.).

Employee Signature: _____ **Date:** _____

****An actual voided check or copy of a
voided check must be attached****

Tape or staple voided check here

*** Direct deposit only processed with a copy of a voided check on file.*