



Payroll Option Election Sheet

Mark Your Selection Here	Description	Features and Benefits
<input type="checkbox"/> Direct Deposit	It is an electronic transfer of your net pay directly into your existing bank account. Its tried and true – it has been use for nearly 40 years!	<ul style="list-style-type: none">✓ Green Option – No paystub is mailed.✓ View your paystub on iPay.✓ Funds are immediately available on Payday.✓ Service is free.✓ Utilizes your existing bank account
<input type="checkbox"/> Pay Card	A pay card can be used as an alternative to traditional direct deposit for individuals without pre-existing bank accounts. By electing to use the pay card, you receive your net pay in a secure account that is set up and maintained by Wells Fargo. This account is linked to the pay card, and can be used like a debit or credit card.	<ul style="list-style-type: none">✓ Green Option – No paystub is mailed.✓ View your paystub on iPay✓ Receive a monthly account statement.✓ Funds are immediately available on Payday.✓ Access to cash 24 hours a day, 7 days a week.✓ Service is free with a few exceptions. Visit https://www.wellsfargopaycard.com/ for details.✓ Simple enrollment process (along with a webinar that explains features and usage.✓ Flexible access to pay – ATM withdrawals, POS, and the ability to make purchases everywhere Visa cards are accepted.
<input type="checkbox"/> Paper Check	A traditional paper check and paystub will be mailed to your home address via US mail. Please note – your check will be mailed via regular US mail one day before pay day. We cannot guarantee timely delivery.	<ul style="list-style-type: none">✓ View your paystub on iPay✓ Receive your regular paycheck and paystub in the mail.✓ Check will be mailed directly to your home.

Failure to make a selection will result in a paper check being mailed via regular US mail one day before pay day as detailed above.

By checking the box above, I have indicated the payroll option I wish to elect. I understand that I am responsible for completing the enrollment process for the option I selected and that if I do not complete the enrollment process I will receive a paper check via US mail.

Employee's Name: _____ Date of Request: _____

Employee Location: _____

Employee's Signature: _____