



Electrical Employers Self Insured Safety Plan

DIRECT DEPOSIT AUTHORIZATION FORM - Instructions

NOTE: Please ignore this mailing and attached form if you do not want Direct Deposit OR you are already on Direct Deposit

Directions: To begin, change or cancel the transmittal of workers' compensation benefit checks and/or proceeds from a settlement agreement directly to a financial institution: fill out the Direct Deposit Authorization Form and submit the form directly to EESISP by mail or in person. Do not send to the Workers' Compensation Board.

Electrical Employers Self Insurance Safety Plan
158-11 Harry Van Arsdale Jr. Avenue
Flushing, NY 11365

CLAIMANT'S RIGHTS TO DIRECT DEPOSIT

This form is optional, but you have the right to receive your workers' compensation indemnity benefits or death benefits in the form of direct deposit. You also have the right to receive your workers' compensation indemnity benefits or death benefits by paper check in the mail.

You have the right to cancel the direct deposit at any time by notifying EESISP. It may take another cycle of payments to stop this transaction, after which your next scheduled payment will be sent by mail.

AUTHORIZATIONS & UNDERSTANDINGS

I authorize the claim administrator to directly deposit my workers' compensation indemnity benefits or death benefits into the specified bank account(s).

IMPORTANT: This agreement pertains to only deposits into your account. This consent does not authorize the claim administrator to recover alleged over payments of established and awarded benefits.

I understand that any change in my employment status may affect my right to receive benefits.

I understand that any false statement or failure to disclose a material fact in order to obtain or increase my benefits may result in criminal prosecution, disqualification from benefits, and repayment of any funds deposited to my account.

I understand that the failure to notify EESISP of any change in financial institution or account may delay receipt of my benefits or settlement proceeds.



Electrical Employers Self Insured Safety Plan

DIRECT DEPOSIT AUTHORIZATION FORM - Instructions

I understand that to change or cancel the direct deposit for my workers' compensation indemnity benefits or death benefits, I need to notify EESISP & the Joint Industry Board to cancel / change direct deposit at any time.

I understand that I have an obligation to immediately notify the claim administrator if I am no longer entitled to such payments, or of changes in circumstances which affect my entitlement to such payment.

I understand that the claim administrator may require me to certify annually that I continue to elect the receipt of such benefits by direct deposit, and that if I fail to do so, the claim administrator may discontinue direct deposit and thereafter provide benefits by paper check.



Electrical Employers Self Insured Safety Plan

DIRECT DEPOSIT AUTHORIZATION FORM - Instructions

Direct Deposit FAQs

- **How do I start?**
Fill out the attached EESISP Direct Deposit Form.
- **What do I need to enroll?**
A valid checking or savings account, the name of your financial institution, your bank routing number, your bank account number and your Claim Number to be used for Direct Deposit. Contact EESISP if you do not know your Claim Number.
Foreign bank accounts cannot be enrolled in EESISP direct deposit.

The diagram shows a check with the following fields and labels:

- YOUR NAME:** 678 Main Street, Anywhere, MI 12345
- DATE:** 123
- PAY TO THE ORDER OF:** \$ []
- DOLLARS:** []
- Routing Number:** 123456789 (indicated by a red bracket)
- Account Number:** 987654321001 (indicated by a green bracket)
- Check Number:** 123 (indicated by a blue bracket)

- **When will my direct deposit begin?**
Once EESISP receives a completed direct deposit application, it will take several business days to verify your bank information. Until that time, you will receive your benefits by mail.
- **Will I be notified by EESISP when payments are deposited?**
No. You can verify the direct deposit transaction via your bank account.
- **Will funds be available on a holiday?**
If your payment date falls on a bank holiday, your payment will post on the next business day.
- **Can I deposit only a portion of my benefit payments to an account and the remainder into another account?**
No. EESISP direct deposit only allows for the full amount to be deposited into a single account.
- **Can I participate in direct deposit if I have a joint account?**
Yes. You should also know that EESISP will not provide information to joint account holders beyond what is included on your bank account statement. You should be aware that all joint account holders have the ability to access funds in a joint account, and EESISP is not liable for any money used by your joint account holders.
- **Can I participate if I have more than one claim with EESISP?**
Yes. If you have more than one claim with EESISP, you will have the option to choose which claims you would like to enroll in direct deposit. You will have to fill a separate form for each claim you need direct deposit.
- **What if I want to change bank accounts?**
Always notify EESISP to change direct deposit bank accounts at any time. It may take another cycle of payments to stop this transaction. You will need to fill a new form with the new bank



Electrical Employers Self Insured Safety Plan

DIRECT DEPOSIT AUTHORIZATION FORM - Instructions

details and once EESISIP approves your new application, it will take several business days to process the change to the new account. If a payment is due in the interim, it will be sent by mail.

- **What if I want to cancel direct deposit?**

Always notify EESISIP to cancel direct deposit at any time. It may take another cycle of payments to stop this transaction, after which your next scheduled payment will be sent by mail.

- **What if I move?**

Always notify EESISIP & the Joint Industry Board, if your address changes. However, moving will not affect your direct deposit unless you close or change bank accounts.

[END OF DOCUMENT]