

Yes, I want to participate in the PayPartners Debit Card Program. I authorize credit entries and adjustments to be made to my PayPartners account. Also, I have read and understand all of the information on this page regarding tips, fees, and other information.

<u>Name</u>	<u>Last 4 Digits of Social Security No.</u>
<u>Signature</u>	<u>Date</u>

OR

Yes, I want the convenience and safety of having my pay deposited directly to my bank account each payday. I understand that I can terminate the direct deposit of payroll arrangement simply by giving written notice and will be put onto the PayPartners Program.

<u>Name</u>	<u>Last 4 Digits of Social Security No.</u>
<u>Personal Email Address</u>	<u>My Bank's Name</u>
<u>Bank Number (First grouping of numbers printed at the bottom of your check)</u>	

Please check below. If any of the below information changes, you need to provide Greer with 2 weeks written notice. It is your responsibility to notify Greer of any changes to ensure you receive payment on time and in the correct account.

<input type="checkbox"/> Deposit into My Checking Account	<u>Account Number</u>
<input type="checkbox"/> Deposit Into My Savings Account	<u>Account Number</u>

If marked yes above, I authorize credit entries and any adjustments to be made to my account.

<u>Date</u>	<u>Sign Here</u>
ATTACH VOIDED CHECK TO THIS FORM	

The Greer Group, Inc. is excited to offer text and email updates! If you are interested in receiving info from us via text (i.e., job opportunities, assignment updates, pay stubs, inclement weather, etc.), please indicate your preference below.

Name: _____ Signature: _____

I want to receive updates and PAY INFORMATION via: **IF YOU ARE ABLE, PLEASE CHOOSE BOTH!!!!**

TEXT MESSAGE
Cell Phone #: _____ - _____ - _____ Carrier (**REQUIRED**): _____

EMAIL (**NOTE:** If you have trouble receiving emails from us, check your Spam Folder or Privacy Settings!)
Email Address: _____

If you want to be set up to view your paystubs online, please contact the office for log-in information instead of being emailed your pay stub or texted your pay information.

Dear Valued Employee:

The Greer Group, Inc. / The Greer Group Staffing Inc. has great news for you: we are now offering only direct deposit or prepaid debit cards to all of our employees! Attached you will find the necessary form to be completed and either mailed, emailed, faxed or delivered back to Greer.

Please read the following concerning prepaid debit cards or direct deposit:

- During bank holiday seasons, deposits might be delayed one additional business day.
- To ensure receipt of funds, **all timesheets must be received by Monday morning at 9am.**



Regarding Direct Deposit:

- When a work assignment ends, your direct deposit information will remain in affect. You must notify your Client Service Manager to confirm your direct deposit information is correct when a new assignment begins. It is your responsibility to make sure your information is up to date.
- We will NOT routinely mail copies of your paycheck stubs. Your pay stubs can be viewed on the E-Portal System. Your Client Service Manager will need to know if you have access to the internet, and then they will set you up with a password.

Regarding PayPartners Cards:

- Cards are funded via Direct Deposit. Therefore, money is available the morning of payday. No check cashing necessary. No paying to cash checks. Simply use your debit card to withdraw money at ATMs and to make purchases.
- Pin number for your debit card will be set to the last 4 digits of your Social Security Number.
- First Citizens, AllPoint and CashPoint Network ATMs have surcharge-free withdrawals. No fee is assessed by the owner of the machine. Use these ATMs and save. AllPoint ATMs are located at locations nationwide including Target and Walgreen's. Visit www.paypartners.com, www.allpointnetwork.com, www.firstcitizens.com/branch_locator/ or www.ncsecu.org/Info/Locator.aspx.
- You have to option to upgrade to a MasterCard, to do so please call 770-801-1514, option 1 to speak to a representative. Greer will be unable to help you in this process. The benefit to this card is that you will not be charged the 25 cent POS/PIN fee if you use it as a credit card with a signature. The MasterCard and Instant Issue card account balances will be linked.
- Your instant issue card will be deactivated after 60 days of inactivity and a zero balance. If you upgrade, your MasterCard will be deactivated after 90 days of inactivity and a zero balance. You can reactivate your card by calling 1-866-723-2273.
- ATM tip: When withdrawing money, always choose "checking."
- Cash back withdrawals at point of sales are FREE. (All Grocery and Drug Stores)
- When purchasing gas, pay inside versus pay at the pump. You will avoid the pre-authorization necessary that will tie-up some of your funds for a few days.
- Check your balance for FREE online at www.paypartners.com or by phone at 1-866-723-2273.
- FREE bi-lingual English/Spanish customer service at 1-866-723-2273
- Call 1-866-723-2273 to wire money and/or inquire about pickup locations throughout the Americas.
- **If you lose your Instant Issue card, Greer will charge a \$15 reissue fee that will be deducted from your next paycheck.**

**In addition to fees listed, cardholders may incur additional surcharges from the machine owner when using ATMs that do not display the First Citizens, AllPoint or CashPoint logos. Questions? Call 1-866-723-CARD (2273) or support@paypartners.com.*