



## Direct Deposit Information

### Changing Accounts

If you are changing your account number at your **current** financial institution, **you may phone ETF with your new account number instead of submitting this authorization form.**

When initially establishing direct deposit or changing an existing direct deposit by changing your financial institution (changing both the transit routing number and account number), ETF must receive your request in writing and **your request must contain your signature.**

### Multiple Annuity Accounts with ETF

If you have more than one ETF annuity account, ETF can electronically transfer all payments to one financial institution account. Each account will be a separate transfer to your financial institution account.

ETF can electronically transfer your annuity payment to any financial institution participating in the National ACH system. ETF cannot transfer payments internationally.

### Wait to Close Your Existing Account

ETF must validate your direct deposit through the Automated Clearing House (ACH) system. This may take up to thirty (30) days. Wait to close your old account until you have received your payment in the new account.

### Legally Designated Representatives

A person with power of attorney or a court appointed guardian of the annuitant's estate (not of the person) may sign for the annuitant if a copy of the legal appointment paper is on file at ETF or accompanies the direct deposit authorization. Guardianship papers submitted must have been certified within the last six months. Trustees authorized through trust agreements are not acceptable.

### Benefit Assignment

ETF can either deposit your payment into a financial institution account held in your name or an account owned by a representative payee, nursing home, religious order or other designated entity approved by the department. If another person holds an interest in your account, identify this person on the direct deposit authorization form. If any person who holds an interest in your account changes, notify ETF of the change in account ownership.

**Upon your death, the other owner of your account must immediately notify ETF and your financial institution.** Please share this information with the other owner of your account.

### Confirmation of Direct Deposit

Your annuity payment will be available for deposit to your account on the **first business day of the month.** Contact your financial institution to confirm your annuity payment deposit to your account.

### Direct Rollovers for Lump Sum Payments Only

Direct deposit is **not** available for direct rollovers. If you elect a direct rollover, a check will be mailed to the address on your rollover application made out to the new institution for the benefit of your name.

### Additional Information

If you have questions or concerns, you may contact ETF toll free at 1-877-533-5020 or locally at 608-266-3285.