



Health Savings Account (HSA) Payroll Deduction Form

Instructions: HSA payroll deduction changes can only be done once a month per IRS guidelines. Complete this form and return to Human Resources.

You can monitor your transactions via your statement, Internet Banking (<https://secure.hsabank.com/ibanking3/>) or Bankline, (800) 565-3512. Internet Banking and Bankline provide 24/7 access.

Instructions for making online contributions can be viewed from www.hsabank.com/contributions. For assistance, please call (800) 357-6246, Monday -Friday, 7 a.m. -9 p.m., CT.

Current Coverage Level: Single Two-Person Family

ACCOUNTHOLDER INFORMATION:			
First Name:	MI:	Last Name:	
Street Address:			Last 4 Digit of SS# _____
City:	State:	ZIP Code:	
CONTRIBUTION INFORMATION:			
New Payroll Deduction Amount: \$ _____			
Signature: _____		Date: _____	
Print Name: _____			

FOR HR USE ONLY:

___ Deduction amount entered in Datatel

___ Account number entered in Comments

___ Copy to Payroll _____

Date