

Egyptian Area Schools Employee Benefit Trust ACH Automatic Payment Program



How it Works:

The Egyptian Trust will initiate a direct withdrawal from your account. The amount withdrawn will be the amount of your monthly bill. The withdrawal will occur as you request on 1) either the last business day of the month or 2) the 5th day of the following month (the premium due date).

The transfer will be initiated on the day prior to the date of withdrawal you choose as there is a one-day lag in receipt of an ACH transmission. Therefore, the initiation will take place on the second-to-last business day or the 4th of the month, respectively. Please note, if these dates fall on a weekend or holiday, funds will be pulled on the first business day following.

After the withdrawal occurs, an email notification will be sent to the e-mail address provided on application acknowledging receipt of payment.

Example: October Monthly Invoice – If you chose to have funds withdrawn on the last business day of the month, this will occur on September 30. If you chose to have funds withdrawn on the 5th of the month, this will occur on October 5th.

Key Advantages:

- **No Late Fees, Ever!** – Successful transmissions will result in payments made timely;
- **No Remittance Document Required** – Those enrolled in this program are **excluded** from requirement of sending a Remittance Document with payment;
- **Increased Cash Flow** – Payments are not effective until the last business day of the month, or the 5th of the following month (based on your selection) allowing for extended collection time;
- **Predictability and Consistency** – The funds will be pulled the same time every month; and
- **No Hassle** – Little effort needed!

How to Enroll:

1. Complete the **ACH Automatic Payment Program Authorization Form**
2. Attach a voided check to the **ACH Automatic Payment Program Authorization Form**
3. Return both documents to Meritain Health by email to Egyptian@meritain.com or fax to 716-319-5722.

You will be sent a confirmation acknowledging receipt of the form and setup. The confirmation notice will tell you when to expect your first payment withdrawal.

Any changes made subsequent to initial set-up (for example, bank account changes) are to be communicated through the same form and should also be sent to Egyptian@meritain.com or fax to 716-319-5722.

If you have any questions, please feel free to contact:

Egyptian Finance

✉ Egyptian@meritain.com

☎ (716) 319-5877