

HOW TO ENTER DIRECT DEPOSIT INFORMATION FOR CLAIMS REIMBURSEMENT

IMPORTANT: If we do not have your direct deposit information we will not be able to reimburse your claims. To set-up, confirm or change your direct deposit information:

WealthCare Portal

- Browse to <u>www.amben.com/WealthCare</u>
- For First Time Registration
 - In the upper right choose Register
 - Follow the instructions and enter all the required information
 - **Username** must be 6-12 characters (alphanumeric)
 - Password must be 8-16 characters (follow the provided criteria)
 - **Employee ID** is your Soc. Sec. (with no hyphens)
 - Registration ID choose Employer ID (Find Employer ID)
- Click Reimbursement Settings under the My Accounts tab
- Click Edit
- Add or change your Direct Deposit information
- Click Save

WealthCare Mobile App (For apple and android devices)

- Install the App Find out more about our mobile app
 - SIGN IN or REGISTER see WealthCare Portal registration instructions (above) for details
 - Tap the **PROFILE** icon
 - Tap the pencil symbol in the top right
 - Direct Deposit Tap EDIT
 - Add or change your Direct Deposit information

Alternatively, you can complete and sign the <u>Direct Deposit Authorization</u> Form linked here, send (along with a copy of a cancelled check) to American Benefits Group:

Fax: 877-723-0147

Email: <a>processing@amben.com (securely)

Mail: American Benefits Group, PO Box 1209, Northampton, MA 01061