DIRECT DEPOSIT FORM

The Benefits Center
P.O. Box 100158, Columbia, SC 29202-3158
Toll-free: 1-800-413-7671 Fax: 1-866-747-5940

Please provide the information requested below. Once completed, sign and date the form, attach the appropriate documentation and mail or fax it to the address or fax number indicated above. As a convenience, we also offer a secure website at www.unum.com/claimant where you can sign up for direct deposit.

A. Information About You

Last Name | First Name | MI

Address

City | State | Zip -

Social Security Number | Home Telephone Number

B. Information About How to Set-up or Change Your Direct Deposit

☐ Set-up Direct Deposit ☐ Change Direct Deposit Account

Bank/Financial Institution Information

Name

City | State | Zip -

Choose Type of Account – Note: We are only able to deposit benefit payments into one account.

☐ Checking OR ☐ Savings

REQUIRED FOR CHECKING: Please provide either 1.) a voided check imprinted with your name; or 2.) the top portion of a bank statement or a letter from your bank, on bank letterhead, signed and dated by a bank representative. One of these items must be received to process your request.

Please note: additional documentation is not required for direct deposit into a savings account.

Please verify the Transit Routing number with your bank.
A Routing Number beginning with the number 5 is not valid. (Ex: 502000027)

Bank Transit/Routing Number | Personal Account Number

C. Direct Deposit Cancellation Request

Please complete this section if you are canceling your direct deposit agreement.

☐ Cancel my direct deposit agreement Effective Date

D. Signature of Individual

X

Signature of Individual | Date

Frequently Asked Questions About Direct Deposit

- **What is Direct Deposit?**
  Unum will deposit your benefits directly into your checking or savings account on a weekly or monthly basis as per policy provisions.
- **When can I expect the money to be in my account?**
  Because this can vary from person to person, please discuss the details with a Direct Deposit Specialist. Funds will be credited on the second business day after the date of release of funds with the exception of a Federal Reserve Bank Holiday.
- **What if I have questions?**
  Please call our toll-free Direct Deposit Customer Service line at 1-800-413-7671. Knowledgeable and courteous representatives are available to answer your questions, Monday through Friday, 8 a.m. to 4 p.m. Eastern Standard Time.

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