

## Direct Deposit of Church Life Annuity Benefit

Church Life Insurance Corporation will electronically deposit your annuity check into a checking or savings account at your selected financial institution.

This new program offers you these advantages:

- Eliminates lost, stolen or delayed annuity checks.
- Automatically deposits your annuity check to your account on the appropriate due date, even if you are unable to visit your bank for any reason.
- If your due date falls on a weekend or holiday, the check will be deposited on the preceding business day.



19 East 34th Street  
New York, NY 10016  
(866) 802-6333  
[www.cpg.org](http://www.cpg.org)

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## Direct Deposit Questions and Answers

**Q: How do I set up the direct deposit of my check to a financial institution?**

**A:** First, you must have an account with a financial institution which accepts direct deposit. Most banks do; however, you should check to be sure. Second, complete the attached Direct Deposit Authorization Form, confirm all information on the form with your bank account representative and return it in the enclosed envelope to: Church Life Insurance Corporation, 19 East 34th Street, New York, NY 10016.

**Q: When will my direct deposit take effect?**

**A:** Generally within 60 days following the return of the completed form.

**Q: What if my deposit is not posted to my account by my due date?**

**A:** Contact your institution immediately to see if it has experienced any delays in processing. If it confirms that no delays have occurred AND no funds have been posted to your account, contact Church Life Insurance at (866) 802-6333 for assistance.

**Q: What should I do if I wish to close my account?**

**A:** Notify Church Life Insurance Corporation immediately. Submit a new Direct Deposit Authorization Form indicating the change. If you prematurely close your account before submitting the form, you risk having your check sent to a closed account, which will delay your access to the funds.

## Instructions

### Annuitant Information

- Print your name and phone number.
- Indicate the name and address of the financial institution where your account is located.
- Provide the transit routing number of the financial institution where your account is located. For a checking account, this is the first set of numbers at the bottom of your personal check. The transit routing number is used by the Automated Clearinghouse to identify your financial institution and electronically send your premium payment from the correct location.
- Indicate your account number. For a checking account, this is the second set of numbers at the bottom of your personal check, to the right of your transit routing number.

### Account Information

- Indicate whether the account is a checking or savings account.
- Indicate the action to be taken by the Church Life Insurance Corporation.
  - Establish:** Send my annuity benefit to the account indicated
  - Change:** Change my direct deposit to the account indicated
  - Cancel:** Cancel my direct deposit to the account indicated
- Authorize Church Life Insurance Corporation to process the above information by signing the form.
- Return the completed authorization form along with a voided check or savings deposit slip in the enclosed envelope.

If you have any questions, please call Church Life Insurance Corporation at (866) 802-6333.

## Direct Deposit Authorization Form

### Annuitant Information

*Please print*

Annuitant's Name

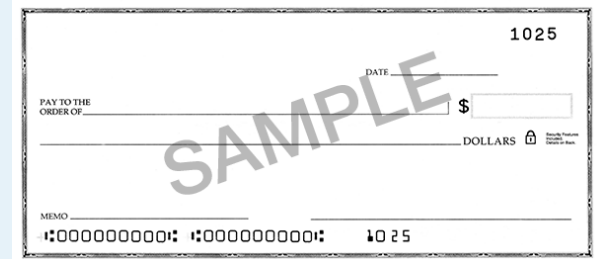
Annuitant's Phone Number

Bank Name

Bank Address

Transit Routing Number

Account Number



[routing number] [account number]

### Account Information

Type of Account:

Checking       Savings

Account Request:

Establish       Change       Cancel

I hereby authorize Church Life Insurance Corporation to directly deposit my annuity benefit at the financial institution indicated above.

Annuitant Signature

Date

Please attach a voided check or savings deposit slip.