Ohio's 529 COLLEGEADVANTAGE

Print your Payroll Deduction Instructions

Step 1. Employee Instructions:

Please print and sign this page, include your Social Security number and the date, and submit it to your employers payroll office.* Your employer will initiate or change your payroll deduction after they receive this form.

*If your employer offers a self-service benefits portal, follow the portal instructions to establish a Direct Deposit on your employers benefits website and enter the ABA number and the Account Number listed in the Step 2 box below.

Employee Name: [redacted]

Total amount to be deducted per pay period: [redacted]

Employee Signature: _____ **Employee SSN:** _____-___-_____ **Date:** ___/__/_____

Step 2. Employer Instructions: Establish Payroll Deduction Instructions on Your Payroll System.

For Employers Transmitting Funds by ACH Direct Deposit:

Provide the following information with your transmittal. When completing an ACH electronic transfer, the transmittal must be coded for checking.

ABA Number 011001234 (Mellon Bank)

Account Number [redacted]

3. Code Transmittal for Checking

Note: The account number is a 12-digit field. The first 3 digits identify the new bank account of CollegeAdvantage. The last 9 digits are the first nine digits of the employee's account number in CollegeAdvantage.

If you have any questions, contact CollegeAdvantage Direct 529 Savings Plan at 1-800-AFFORD-IT (233-6734) Monday □ Friday, 8:30 a.m. □ 6:00 p.m., ET.

I understand that any investment in a CollegeAdvantage mutual-fund based investment option is not insured or guaranteed by the FDIC or any other governmental agency or other party, including the State of Ohio, OTTA, or any of the mutual fund firms under contract with OTTA. Any investment in a Fifth Third investment option, however, is insured by the Federal Deposit Insurance Corporation (FDIC), up to the limits set by the FDIC. An investment in a CollegeAdvantage mutual fund-based investment option is not a direct investment in a mutual fund itself. Except for the Fifth Third investment options, participants assume all investment risk of an investment in CollegeAdvantage, including the potential loss of principal. Regular investing does not ensure a profit or protect against a loss. The amount actually available for withdrawal will depend on the investment performance of the investment options chosen.

EXAMPLE