



Dear PRO Employee,  
Please take time to consider the benefits being offered to you for Direct Deposit and Visa Pay Card for your payroll check.

## Benefits of Electronic Payments

Your net pay will be automatically deposited into your account by Friday\* of the same week your timecard is processed. Your pay stub will be available via the electronic PeopleSoft E-Pay Self-service module within 24 hours after your payroll has been processed.

\* The Friday deposit guarantee is enforced only if the timecard was submitted by the appropriate weekly deadline. Although PRO's payroll department strives to provide you excellent customer service and every attempt to process your timecard will be made, there can be delays due to holidays, banking institution procedures, and postal service delays caused by acts of nature or acts of war, terrorism, or civil unrest.

### Electronic Payment is simple.

- Once you have signed up for Direct Deposit or Visa Pay Card, you don't have to go to the bank to deposit checks.
- Your money is automatically deposited into your bank account or onto your Pay Card on time - and you don't have to be at work - or even in town!

### Electronic Payment is safe.

- Electronic payments never get lost; a live check could get misplaced or even stolen.
- Electronic payments are confidential. Money is transferred electronically and passes through fewer hands than a check.

### Electronic Payment is smart.

- Electronic Payments give you access to your money earlier than check deposits. There is no waiting for checks to clear.
- Direct Deposit and Visa Pay Card put you in charge of your money. Financial planners recommend these as one step towards gaining control of your finances.

### Direct Deposit Benefits

- Money is deposit directly into your bank account. You can begin writing checks or transferring funds immediately.
- You can deposit money into either your checking account or your savings account.

### Visa Pay Card Benefits

- You can begin using your Visa Pay Card at any establishment that displays the Visa logo.
- Use the Money Network Checks to pay bills without having a bank account.

*(Please find included a Direct Deposit Authorization or Visa Pay Card Enrollment form for your convenience.)*



You will receive a login/password to either the WAND application or the E-Hire application, where you will have the option to sign up for direct deposit or the Visa Pay Card.