

HSA Payroll Deduction Contribution Authorization Form

Only complete this form if you will be contributing through payroll deduction.

Contribution Criteria

Your employer may deduct your HSA contributions on either a pre-tax or post-tax basis depending on your employer's plan design. Post-tax contributions can normally be claimed as an above-the-line deduction on your annual tax return. You and your employer will determine how much to deduct from each paycheck based on the number of pay periods remaining in the year at the time of your enrollment.

Some employers may also make their own contribution to your HSA. You will also be able to make your own direct contributions by sending a check drawn on your personal bank account or by authorizing an Electronic Funds Transfer (EFT) transaction. Your employer can provide details on how to initiate such transactions.

Your total annual contribution must NOT exceed the amount allowable by law. Please consult with your tax advisor to review your specific circumstances and determine your allowable HSA contribution. If you exceed your allowable annual contribution, you may be subject to IRS tax penalty.

Authorization

I authorize my Employer to deduct an annual total of \$ _____ from my pay for the year of 20____, beginning no earlier than _____ (effective date of my HDHP) and to deposit my contributions into my HSA account.

Please deduct \$ _____ per pay for _____ pays. My Birthdate is _____.

I also authorize my employer to initiate (if necessary) debit entries and adjustments for any credit entries in error to my HSA. This salary reduction election is subject to the terms and conditions of my employer's plan (including any restrictions on changing pre-tax elections if my employer's plan is a cafeteria plan).

Signature of payor

Social Security number

Printed name

Date