Hello,

Thank you for being a valued member of FEDS Protection, and for helping us in our ongoing transition of our Payroll Deduction payment destination from Bank of America (BOA) to an account at Truist Bank.

In order to continue your Payroll Deduction account with us, you will need to go into your agency payroll system (EPP, Employee Express, DFAS, MyPay, NFC, etc.) and <u>cancel</u> your current allotment for FEDS BOA (accts end in 8922, 1352 or 1409). You then need to <u>create a new allotment</u> for our FEDS Truist account (will appear as Joint UPIC Acct).

Please establish the new allotment for Truist to be effective immediately.

Follow the step-by-step instructions below to help make this change as easy as possible.

- 1. Login to your agency online account (EPP, MyPay, Employee Express, NFC, DFAS)
- 2. Cancel your financial allotment to FEDS Bank of America
- 3. Select Start a new financial allotment (do not select discretionary allotment)
- 4. Enter the FEDS Truist Routing No. **021052053**
- 5. Enter the FEDS Truist Bank Acct No. 74537496
- 6. Select Checking as the type of account
- 7. Enter your bi-weekly allotment amount (same as the canceled allotment in Step 2)
- 8. Submit and confirm your allotment
- 9. Provide the confirmation email you receive to <a href="mailto:payroll@fedsprotection.com">payroll@fedsprotection.com</a> to confirm that you have made the transition to Truist.

We value your business and recognize that making these necessary changes may be an inconvenience to you. We truly appreciate your patience and willingness to make the changes to your allotment so that we may successfully transition to Truist. If you have questions or concerns or if you need assistance with making the changes to your allotment, please do not hesitate to contact us at 866-955-3337 or <a href="mailto:info@fedsprotection.com">info@fedsprotection.com</a>.

Very Truly Yours,

Customer Service FEDS Protection 301-229-2481 866-955-3337 (toll free) 301-229/2482 (fax)