



Payroll Deduction Form

Return this Form to:

Bright Directions College
Savings Program
P.O. Box 82623
Lincoln, NE 68501

Overnight Mail:

Bright Directions College
Savings Program
1248 O Street, Suite 200
Lincoln, NE 68508

If you have questions, please call us at **866.722.7283**,
Monday–Friday, 7 a.m. to 7 p.m. (Central).

1. I Would Like to Use this Form to:

- ☐ Start Payroll Deductions
- ☐ Change the Contribution Amount
- ☐ Stop Payroll Deductions

Employee Steps:

1. Complete all four sections below.
2. Provide your Bright Directions Account number(s) in Section 4. If you do not have a Bright Directions Account, please complete an Enrollment form and mail both forms to Bright Directions.

Employer Steps:

1. Enter this withholding into your payroll system.
2. Fax this form to Bright Directions at 402.323.1053. Keep a copy of this Form in your files.
3. Begin withholding as directed in Section
4. Bright Directions will contact you regarding contribution and remittance methods.

2. Account Owner Information

Account Owner Legal Name (First, M.I., Last): _____

Account Owner Street Address (no P.O. Boxes): _____

Account Owner City, State, Zip: _____

Daytime Phone Number: _____

Evening Phone Number: _____

Email Address: _____

Contributor Name (if different than the Bright Directions Account Owner): _____

3. Employer Information

Company or Agency Name: _____

Street Address: _____

City, State, Zip: _____

Payroll Contact Name: _____

Payroll Contact Phone Number: _____

Payroll Contact Email Address: _____

Payroll Contact Fax Number: _____

4. Payroll Deduction Information

TOTAL Requested Payroll Deduction (per pay-period): \$ _____

Requested Start Date (check with your employer): _____

I request that the above deduction be deposited into the following Bright Directions Account(s) **(must total 100%, only whole percentages allowed)**:

Beneficiary Name	Bright Directions Account Number	Percentage
_____	_____	_____%
_____	_____	_____%
_____	_____	_____%
_____	_____	_____%

3. Authorization

I hereby authorize the ongoing payroll deduction as set forth above and acknowledge that this deduction will continue until I notify my employer in writing to change or stop the deduction.

Signature and Date Required

X _____

Signature of Account Owner, Custodian (UGMA/UTMA Accounts), or Trustee

_____ Date

_____ Print Name Here

_____ Title (if other than an individual)

**Northern Trust
Securities, Inc.**
DISTRIBUTOR



Michael W. Frerichs
ILLINOIS STATE TREASURER
Trustee & Administrator

UBT
Union Bank & Trust
Program Manager