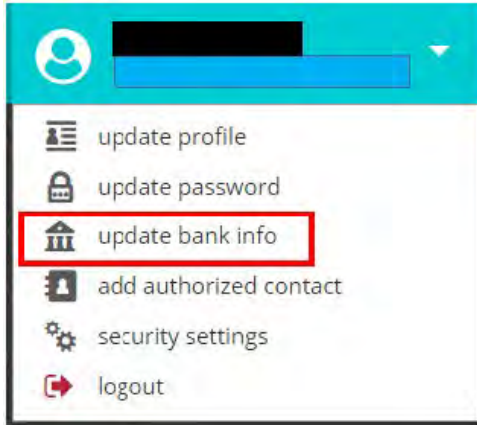


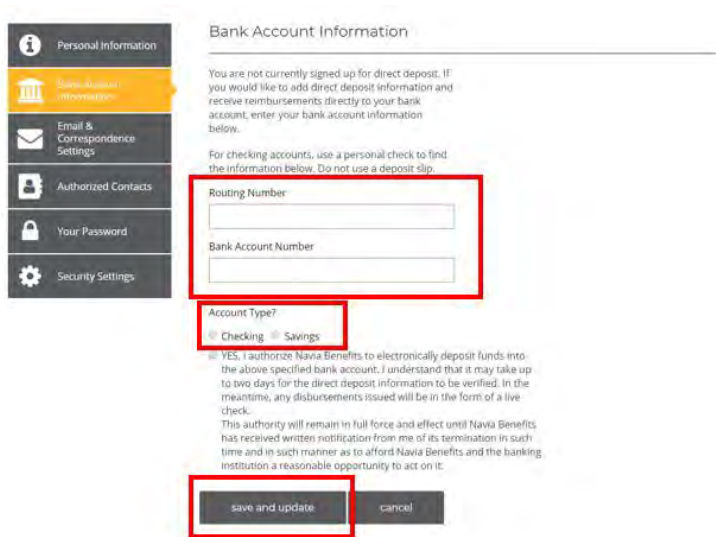
Adding Direct Deposit

To sign up for direct deposit, see the directions below:

1. Log in to www.naviabenefits.com
2. at the top of the screen, click on your name and select “update bank info”:



3. On the next screen input your banking information and click “save and update”:

A screenshot of the 'Bank Account Information' form. The form has a left sidebar with navigation options: 'Personal Information', 'Bank Account Information' (highlighted), 'Email & Correspondence Settings', 'Authorized Contacts', 'Your Password', and 'Security Settings'. The main content area is titled 'Bank Account Information' and contains the following text: 'You are not currently signed up for direct deposit. If you would like to add direct deposit information and receive reimbursements directly to your bank account, enter your bank account information below.' Below this is a note: 'For checking accounts, use a personal check to find the information below. Do not use a deposit slip.' There are two input fields: 'Routing Number' and 'Bank Account Number', both highlighted with red boxes. Below these is the 'Account Type?' section with radio buttons for 'Checking' and 'Savings', where 'Savings' is selected. A paragraph of legal text follows, and at the bottom, there are two buttons: 'save and update' (highlighted with a red box) and 'cancel'.

Please allow 48 hours for processing your bank information.