

Payment Method Authorization

What can I use this form for?

Use this form to request a new payment method or to change your current payment method with L&I. You will continue to receive your current payment method option until the new option takes effect.

What are the payment options available?

L&I currently offers three payment options. They are:

1. Direct Deposit
2. US Bank Debit Card
3. Paper Check

Who can complete this form?

The claimant or alternate recipients authorized to receive benefits on an open or pensioned claim.

If you are an alternate recipient, complete **your** information in the Your Information section of the application.

If you're completing this form for a worker or alternate recipient, L&I **must** have legal documentation on file for the request to be processed.

When will my direct deposit start?

It can take up to 30 business days for a direct deposit request to process.

Direct deposit limitations:

L&I can only make direct deposits into banks and credit unions in the United States and US territories.

How does the debit card work?

Once we receive your request, you'll receive a debit card from US Bank in about 10 business days. Once you activate your card, your benefit payments are deposited directly onto your debit card.

There are no monthly in-network or maintenance fees associated with the debit card. If you want more information about the debit card, such as limitations and fees, please visit www.ReliaCard.com.

Paper check:

If you are currently receiving a paper check and want to continue receiving a paper check, you don't need to complete this form.

How will I know my Direct Deposit or Debit Card payment method request is accepted?

Your receipt of payment into your bank account or onto your debit card is your notification of payment method acceptance.

If we are unable to process your form, you will be notified by mail.

How do I update my address?

The address L&I has on file for you must match the information on this form.

You can update your address with L&I through the Claim Account Center online or by completing the [Address Change Request for Injured Workers](#), [Crime Victims Address Change Request](#) or [Address Change Request for Pensioners](#) all of these forms can be found on www.Lni.wa.gov.

Still have questions about how to complete this form?

Call toll free 844-728-5204 or 360-902-4675 or email EBPServices@Lni.wa.gov.

Want to reduce your mail from L&I?

Check out www.Lni.wa.gov/eCorrespondence to see if you are eligible for e-Correspondence.



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Return completed forms to:
Department of Labor and Industries
PO Box 44834
Olympia WA 98504-4834
Or fax to: 360-902-4674

Please read the instruction on the previous page before completing this form. Print clearly using blue or black ink. Fill out this form completely, sign, and return to the address or fax number listed above.

Claimant information

Claim/Folio/L&I Account Number	Claimant Name
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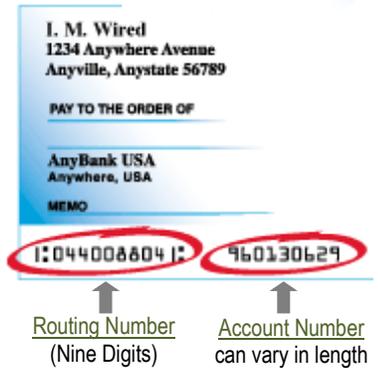
Your information (Claimant and alternate recipient – all fields are required unless otherwise noted.)

If you are an alternate recipient, please complete this section with **your** information not the claimants.

Your Name (Last Name, First Name, Middle Initial)		Your Social Security Number (optional, for ID only)
Mailing Address		
City	State	Zip Code
Your Date of Birth (required for debit cards)	Phone Number including Area Code	Email address (optional)

I want to receive direct deposit for my payments or update my bank information.
(See example for routing and account numbers)

Bank Name	
Deposit Location	<input type="checkbox"/> Checking <input type="checkbox"/> Savings
Routing Number	Bank Account Number



I want to receive an L&I debit card for my payments.

US Bank will send your debit card to the mailing address we have on file for you.

I want to receive a paper check for my payments.

I understand that:

- This authorization does not guarantee continuing benefits. To get benefits, I must continue to meet legal requirements.
- This authorization is for banking or payment purposes only and has no effect on my L&I claim.
- If I am not entitled to a payment, I may need to return it.
- L&I can adjust my account for deposits made in error.
- L&I and the bank can cancel this agreement, with notice to me.
- This authorization cancels all prior payment method authorizations. This authorization will remain in effect until I cancel it in writing.
- If I have an attorney on file, my attorney must authorize in writing any changes to my payment method.
- If I knowingly give false information on this form, L&I may file civil or criminal charges against me.

Signature (Required)

Date