

## Wells Fargo Health Savings Account (HSA) Enrollment Instructions

### **Please return your HSA forms to: HR Service Center – Mail Stop 11502J**

- If you have not already done so, complete the Benefit Enrollment Worksheet to enroll in the Empower Health Savings Account (HSA) Plan. You cannot open a HSA unless you are enrolled in a compatible plan, like the Empower HSA Plan.
- Complete the attached *HSA Certification of Eligibility & Regions HSA Contribution Election Form* to establish Wells Fargo as your HSA trustee and to authorize Regions to make pretax deductions from your paychecks to fund your HSA.
- Once your account is set up, you will receive three separate mailings from Wells Fargo.
  1. *A welcome packet*
  2. *A debit card*
  3. *Your Personal Identification Number (PIN) for accessing your account.*
- If you wish to have your reimbursements from health care expenses deposited directly to your bank account, visit Wells Fargo at [www.wellsfargo.com/hsa](http://www.wellsfargo.com/hsa) to sign up via secure website.
- You will need to name at least one beneficiary to your account. Visit Wells Fargo at [www.wellsfargo.com/hsa](http://www.wellsfargo.com/hsa) to name a beneficiary via secure website.

