

# Getting Started is Easy

With just a few steps, you will help your employees realize a child's dream of higher education



## What is a NEST 529 College Savings Plan?

A NEST 529 College Savings Plan provides investors a tax-advantaged way to save for a child's higher education. Assets in a NEST account can be used at most community colleges, technical schools, universities, colleges and graduate schools nationwide, and some abroad.

## How NEST Payroll Direct Deposit Works

Contributions are made with after-tax dollars using your company's existing ACH direct deposit process.

### 1. Communicate with Your Employees

Your NEST Employer Relationship Manager can assist in developing a strategy to notify your employees about payroll direct deposit into their NEST account and to set up a college savings meeting or webinar.

### 2. Employee Establishes NEST Payroll Direct Deposit

As part of the account opening process, employees will notify NEST of their intention to contribute through payroll direct deposit. For employees who already have a NEST account and want to start contributing automatically from their paycheck, they first will need to notify NEST (either online on the NEST secure website or by form) of the accounts into which the funds are to be deposited.

If NEST payroll direct deposit was established online, the employee will print out Payroll Deduction Instructions; if by established paper form, the employee will receive the Payroll Direct Deposit Confirmation Form by mail.

### 3. Employer Notified

Once employees receive the form, they should use the employer's existing process to notify you to begin payroll direct deposit into their NEST account.

### 4. Payroll Processed

Employer processes payroll direct deposit. Employee's contribution is sent from your payroll provider/bank to NEST who deposits the funds when received into the employee's NEST accounts.



## Account Changes

**To change the amount or stop payroll direct deposit:** Employee will notify employer only.

**To add or delete a NEST account to receive payroll direct deposit contributions, or to change the allocation of the amount going into each beneficiary's account:** Employee will notify NEST only.

## Important to Remember

- If the instructions contain an invalid account number, are not coded for checking, or are not recognized or closed, the ACH will be rejected
- If the employer does not process payroll in a timely manner or accurately, any loss will be the responsibility of the employer working with the employee
- If there are issues that cannot easily be resolved between the employer and the employee or between the employer and NEST, please contact your NEST Employer Relationship Manager

## Things to Know About NEST ACH Direct Deposit

- Contributions are with after-tax dollars
- Anyone can contribute to a NEST account, not just the account owner
- NEST does not require a minimum contribution per pay period
- Custodian bank is Mellon Bank
- ABA routing number is 011001234
- DDA will be the three-digit prefix 916 (NEST Direct Plan) or 917 (NEST Advisor Plan) followed by the first nine digits of the employee's NEST account
- ACH transmittal code is "checking"

The employee must make sure they allow 10 days from when a NEST account was established before you begin payroll direct deposit.

To learn more, contact the NEST Employer Relationship Manager at **402.602.3346** or **NEST@fnni.com**, or visit **NEST529.com** or **NEST529Advisor.com**.



*An investor should consider the Plan's investment objectives, risks, charges and expenses before investing. The Program Disclosure Statement, available at NEST529.com, should be read carefully.*

*Investors should consider before investing whether their or their beneficiary's home state offers any state tax or other state benefits such as financial aid, scholarship funds, and protection from creditors that are only available for investments in such state's qualified tuition program and should consult their tax advisor, attorney and/or other advisor regarding their specific legal, investment or tax situation.*

Participation in the Plan does not guarantee that contributions and the investment return on contributions, if any, will be adequate to cover future tuition and other higher education expenses, or that a beneficiary will be admitted to or permitted to continue to attend an eligible educational institution.

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Investments Are Not FDIC Insured\* | No Bank, State or Federal Guarantee | May Lose Value

\*Except the Bank Savings Investment Option

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