

FLEXIBLE SPENDING ACCOUNT NEW / ADDITIONAL DEBIT CARD REQUEST

WE MAKE
THE COMPLEX
SIMPLE

- Use this form to request a new debit card or additional debit card(s) for your dependents on your Sterling Flexible Spending Account (FSA) account.
- Cards will be issued with the name of the participant or dependent(s) and mailed to the participant's address on file.
- Forward completed and signed form to: Sterling, PO Box 71107, Oakland, CA 94612. You may also fax the form to 1-888-410-7361 or email to customer.service@sterlingadministration.com. Add the last four digits of your social security number in the email for verification.
- There is no charge for the first two debit cards on your account. There will be a \$10 per card charge if you need more than two cards.
- If you have any questions, please call Sterling Customer Service at 1-800-617-4729.

INFORMATION OF CURRENT PARTICIPANT

- Please order a new debit card for me. I understand the new card will cancel my existing card if I currently hold one.

Last Name	First Name	Middle Initial
Social Security Number	Sterling FSA Account #	Email Address

REQUEST FOR ADDITIONAL DEBIT CARD(S)

- Please order a new debit card for my dependent. I understand the new card will cancel any existing card if I currently hold one.

Name	Social Security Number
Date of Birth	Relationship

Spouse Dependent

AUTHORIZATION AND SIGNATURE

I certify that I am the authorized participant in my employer's Flexible Spending Account through Sterling. I understand that the requested card(s) will come in my name or the name of my dependent and all transactions on the card(s) will reflect debits to my Flexible Spending Account. All information provided by me is true and correct and my signature authorizes you to issue additional debit card(s) to the individual(s) listed above.

Signature of Sterling FSA Participant/Accountholder

Date