

**OPTUM Bank**  
Account Authorization Form

**Appointment of Employer as Authorized Agent to Open an HSA**

**Employee Information**

|                                                        |                                                                                                                |                                     |                       |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------|
| <hr/> <i>First Name</i>                                | <hr/> <i>Middle Initial</i>                                                                                    | <hr/> <i>Last Name</i>              |                       |
| <hr/> <i>Residential Street Address (Not P.O. Box)</i> | <hr/> <i>City</i>                                                                                              | <hr/> <i>State</i>                  | <hr/> <i>Zip Code</i> |
| <hr/> <i>Home Phone Number</i>                         | <hr/> <i>Date of Birth (mm/dd/yyyy)</i>                                                                        | <hr/> <i>Social Security Number</i> |                       |
| <hr/> <i>Country of Citizenship</i>                    | <hr/> <i>Residency Status</i><br>(US Citizen or Permanent /Resident Alien or Non-Permanent/Non-Resident Alien) |                                     |                       |

**Appointment and Certification**

By signing below, I appoint Novato Unified School District ("Employer") as my agent for the purpose of opening and administering/maintaining an Optum Bank, Inc. ("Bank") Health Savings Account ("HSA") on my behalf and authorize Employer to send and receive information to and from the Bank on my behalf (including account number) in order to accomplish this purpose. I authorize the Bank to make any inquiries that it considers appropriate to determine if it should open and maintain my HSA, and I acknowledge that I have received the Bank's USA PATRIOT Act Notice provided below:

**IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT**

To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

I certify that I am eligible to contribute to an HSA under Internal Revenue Code Section 223. I authorize and direct the Bank to issue a Debit MasterCard® to me. I certify that I have received or viewed the Bank's statement of the hardware and software requirements for access to and retention of electronic records and that I have the ability to access the Bank's website where electronic statements and other documentation are stored. I instruct the Bank, unless otherwise notified and instructed by me, to provide the Custodial and Deposit Agreement and all other HSA notices, disclosures and information related to and governing my HSA to me online at [www.optumbank.com](http://www.optumbank.com). I understand that monthly account statements and other documentation and notices will be delivered or made available electronically. If I want HSA statements mailed to my home, I must notify the Bank directly.

I agree that Employer will remain my agent unless and until Employer and the Bank receive notice that the appointment of Employer as my agent has been terminated, that I am no longer employed by Employer, or that I am no longer an HSA eligible individual; or I receive a notice from the Bank that my application for an HSA has been declined.

|                                 |                   |
|---------------------------------|-------------------|
| <hr/> <i>Employee Signature</i> | <hr/> <i>Date</i> |
|---------------------------------|-------------------|

**\* Return this completed and signed form to your Employer \***  
**Do not send to Optum Bank**

(FORM MUST BE RETURNED TO THE BENEFITS/PAYROLL OFFICE)

- ☐ Establish Payroll Deduction for First Time
- ☐ Change Payroll Deduction Amount
- ☐ Stop Payroll Deduction

[illegible]

Last Name

[illegible][illegible]

ZIP

[illegible]

E-Mail:

$$\left( \begin{array}{c} \text{ } \end{array} \right)$$

|    |  |  |  |  |   |  |  |
|----|--|--|--|--|---|--|--|
| \$ |  |  |  |  | . |  |  |
|----|--|--|--|--|---|--|--|

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

| Tax Year 2025                                  | Individual | Family  |
|------------------------------------------------|------------|---------|
| H.S.A. annual contribution limit               | \$4,350    | \$8,550 |
| H.S.A. catch-up (must be over 55 years of age) | \$1,000    | \$1,000 |
| NUSD-Kaiser H.S.A. annual deductible           | \$1,600    | \$3,200 |
| NUSD-Kaiser H.S.A. maximum out-of-pocket       | \$3,200    | \$6,400 |