



Employer Access Web Update Form

Employer Information

Employer: _____

Employer Tax ID Number: _____

Employer Number (Nationwide Assigned): _____

Address Line 1: _____

Address Line 2: _____

City: _____ State: _____ Zip: _____

Is this an update to your existing address? Yes No

Primary Payroll Contact

Name: _____ Title: _____

Preferred Phone: _____ Fax: _____ Email: _____

Employer Web Features

FastPay: A fully digital payroll and census submission system. Secure participant information, save time, improve accuracy, and eliminate manual entry when submitting your plan's payroll and census data.

Task Center: Payroll Change Notices and Employment Status Tasks will be generated as an action item in Task Center for a digital and streamlined processing experience. Email notifications will be generated to all assigned users for any outstanding tasks.

Establish Payroll Website Users

- Name: _____ Title: _____
Preferred Phone: _____ Email: _____
Please specify pay center number or name (if applicable): _____
- Name: _____ Title: _____
Preferred Phone: _____ Email: _____
Please specify pay center number or name (if applicable): _____
- Name: _____ Title: _____
Preferred Phone: _____ Email: _____
Please specify pay center number or name (if applicable): _____

I have additional payroll contacts. If you want to add more than three contacts, you may attach a page with the additional contact information. Any time a new contact is added the above fields are required.

Required Authorization

By signing below, you are authorizing the activation of online features which includes FastPay and Task Center. Users designated will be responsible for monitoring and processing ongoing administrative tasks.

Primary Authorized Company Representative:

Name (print): _____ Title: _____

Signature: _____ Date: _____

Form Return Instructions

Email: nrscontr@nationwide.com
Fax: 877-677-4329