

Payment by Standalone Debit ACH

How is a Debit ACH drawn on my account?

On the selected draft date, Nationwide debits your specified account for each payroll source in your imported file. For example, if your file includes employee deferrals and an employer match, then one debit for each of these payroll sources would be performed. The total payroll amount, and amounts to be debited by source, are noted on the Debit ACH acknowledgement page once submitted.

What Debit ACH draft dates can I select?

Draft dates must be business weekdays and Federal Reserve and Stock Market processing days. Select to have funds drafted either the next business day or any business day up to 15 days in the future. To draft for the next business day, a request must be submitted (in good order) before to the Stock Market closes (4 p.m. Eastern). The calendar grays out unavailable days.

How can I submit a Debit ACH separately from my payroll?

You can submit a Debit ACH outside of the payroll submission process. Go to **Manage plan** and then select **Debit ACH payment**. Then, choose an outstanding payroll to fund with a Debit ACH. Select the Learning Center for specific instructions on how to submit a standalone Debit ACH.

Why would I use the Debit ACH link?

A different department might need to remit a previously submitted detail, or maybe you need to submit only a payment for a specific transaction.

How can I associate a payment with a payroll that's previously been submitted?

After selecting **Manage plan** and then **Debit ACH payment**, click **Select new or existing payment** in the "Payroll details" section. Choose the existing payment you need from the dropdown menu.

What if I don't see an existing payment?

Check that the acknowledgment email was received from the detail file upload. If email isn't received within 30 minutes, please contact Technical Support at 1-877-496-1630, option 3.