

Dear Employee,

We are excited to introduce you to our payroll system as well as a pay card option for those who don't have direct deposit available through a bank or credit union. Below you will learn how to access **Avionte** (payroll system) as well as some of the perks to signing up and/or switching to **rapid! Paycard**.

**LOGGING ON TO THE DPI GROUP PAYROLL SYSTEM (AVIONTE)**

1. Navigate to [dpi.avionte.com](http://dpi.avionte.com), and then click “**sign in**” (upper right corner). You will land on the sign in page.
2. If you originally **applied online**, use the username and password that you used to apply with The DPI Group.
3. If you originally **applied in person** (paper application), check with your local branch for your login information.
4. **Click on your name** (upper right corner), then click home.
5. **Click on additional information** (middle right side)
6. **Click “continue”**.
7. **Click “pay history”**. From here you will be able to see the following.
  - Paychecks
  - Year To date
  - Work History
  - W-2
  - Accrual (PTO Balance)

**ENROLLING IN NEW RAPID! PAY CARD (OPTIONAL)**

The rapid! PayCard® is an exciting financial resource for employees who do not have traditional bank accounts. Buy what you need – the rapid! PayCard® is accepted at millions of merchants worldwide – wherever Debit MasterCard or Visa debit cards are accepted. Shop online or over the phone with greater flexibility than ever. Cardholders can also access funds at no additional cost through a range of options. Cardholders have access to an interest-bearing savings account or “purse,” which lets them earn interest similar to that of other bank savings accounts. Bill Pay<sup>1</sup> feature lets cardholders pay their routine bills over the phone or Web portal using the funds on their cards. They can choose from over 6,000 billing companies and pay multiple bills in just minutes.






1 This optional offer is not a MetaBank® product or service nor does MetaBank endorse this offer.

Here are some of the perks for signing up with our new pay card and more information is available at <https://rapidpaycard.com>:

**Cardholder Benefits**




**Being a rapid! PayCard® cardholder provides you endless benefits including these and many more:**

- YES – Convenient access to pay, even on vacation
- YES – Access to a savings account
- YES – Ability to make purchases and pay bills<sup>1</sup> online
- YES – Tools for making airline and hotel reservations
- YES – Protection with our Networks<sup>2</sup> Zero Liability Policies<sup>3, 4</sup>

-  NO paycheck cashing fees
-  NO more wasted time picking up and cashing paychecks
-  NO lost checks
-  NO overdraft fees
-  NO need to carry large sums of money

**With loads of features at no cost the rapid! PayCard is a smart payroll solution for employees.**

- NO CHARGE Multilingual customer service 24x7x365
- NO CHARGE Transactions on each pay period
- NO CHARGE Access to monitor transactions online, instantly

-  NO CHARGE Text Message Alerts<sup>5</sup>
-  NO CHARGE Cash back at PIN thousands of point-of-service locations (1,000's of locations)
-  NO CHARGE Access to the rapid! Cashback Rewards<sup>1</sup>

**Remember: The rapid! PayCard works wherever Debit MasterCard or Visa debit cards are accepted.**