

Health Savings Account (HSA) Blocked Account Procedures

Subject: Employee Procedure for Blocked U.S. Bank Health Savings Account (HSA)

In accordance with the U.S. Patriot Act, federal law requires all financial institutions to obtain, verify and record information that identifies each individual or entity opening a Health Savings Account (HSA).

- If you receive an email notification or phone call advising that your HSA account has been put on “Blocked” account status during our account opening process, we were unable to verify your information.
- When an account is blocked, all account activity is suspended until the necessary documentation has been received and verified.

What you need to do:

Respond to your email notification or phone call and provide the completed “Blocked Account Verification Form” along with the necessary documentation as soon as possible.

This information can be sent by fax to U.S. Bank Consumer Services at 888-403-5029 or email to myusbank@healthaccountservices.com.

The following documentation is required if we are unable to validate the Name, Address, Social Security Number, or Date of Birth:

We were unable to verify:	Acceptable forms of documentation:
Name <i>(two forms required)</i>	Social Security Card ITIN Card Passport Birth Certificate Marriage Certificate Divorce Decree Legal Name Change Certificate State Identification Current Phone/Utility Bill with current address
Address <i>(two forms required)</i>	Driver’s License Passport State Identification Current Phone/Utility Bill with current address
Social Security Number <i>(one form required)</i>	Social Security Card ITIN Card Military ID (only if it shows the SSN)
Date of Birth <i>(one form required)</i>	Driver’s License Passport Birth Certificate State Identification

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Please allow 2-3 business days to complete the validation.

Once your documentation has been verified, an email will be sent advising you that the block has been removed and your HSA will be established.

If you have any questions or concerns about the request, please contact the U.S. Bank Consumer Services Team at 877-470-1771 or your HR representative.

Important Note:

If you do not respond to the initial request for required information within (60) days, your account will be closed.

This Health Savings Account (HSA) is a custody account with U.S. Bank serving as the custodian. Terms and conditions of the HSA are included in your HSA Application and Agreement. For the U.S. Bank HSA, your funds maintained in the Cash Account are FDIC insured subject to the FDIC insurance coverage and insurance limits allowed by law. FDIC insurance is calculated on end-of-day ledger balances in your deposit account which may include funds deducted from your available balance for investment purchases that have not yet settled.

U.S. Bank does not provide legal, tax, or investment advice to HSA accountholders. Contact a qualified accountant, attorney or investment adviser for tax, legal or investment advice.

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