



Kay Ivey  
Governor

Kelly Butler  
Finance Director

STATE OF ALABAMA  
Department of Finance  
Office of the State Comptroller


100 North Union Street, Suite 220  
Montgomery, Alabama 36130-2620  
Telephone (334) 242-7050 Fax (334) 353-0442  
www.comptroller.alabama.gov



Kathleen D. Baxter, PhD, CGFM, CPM  
State Comptroller

Michael G. Hudson, CGFM  
Deputy State Comptroller

TO: Payroll and Personnel Officer

FROM: Kathleen D. Baxter  
State Comptroller 

DATE: February 1, 2019

SUBJECT: Discontinuation of Wells Fargo Prepaid Card Solution

In 2014, the State partnered with Wells Fargo to offer employees a solution that would allow employees to have their paychecks direct deposited to a Wells Fargo Prepaid Debit Card. Wells Fargo has notified the State of Alabama that they are discontinuing their Prepaid Card Solution program in 2019. Due to the discontinuation of the program by Wells Fargo, coupled with multiple issues with funding on the prepaid cards, the State of Alabama is no longer accepting applications for the Wells Fargo Prepaid Cards effective February 1<sup>st</sup>. Therefore, employees currently receiving their pay via the Wells Fargo debit card will be required to choose an alternative means of direct deposit. The goal is to ensure all employees remain on direct deposit so current Wells Fargo prepaid cardholders should complete a new direct deposit form with account information from the banking institution of their choice as soon as possible.

Below are important dates to remember as we transition employees from the Wells Fargo debit cards:

- **February 1** – Comptroller’s Office no longer accepting Wells Fargo debit card applications from employees
- **April 1** – Last debit card funding date for State of Alabama employees enrolled in the Wells Fargo solution. EFT information for any employees remaining enrolled after this date should be expired by agency Payroll clerks with an expiration date of 03/15/19. Current cardholders should provide payroll clerks with new EFT information by this date.
- **Aug 12** - Last day for cardholders to use any remaining funds on cards. Wells Fargo will issue checks to cardholders for any funds remaining on cards after this date.

A report entitled “Employees with Wells Fargo Prepaid Debit Card” is available to authorized users on the Comptroller’s website. Please ensure all employees listed on the report receive a copy of this notification and communicate to them that immediate action is required on their part by April 1<sup>st</sup> to ensure there is not an interruption in the direct deposit of their paychecks.

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**Please Note:** Employees are strongly encouraged to have their paychecks deposited to a regular banking institution rather than a Prepaid Card. The State of Alabama is not responsible for any funding issues that may arise due to the use of a Prepaid Card as a means of direct deposit.

**Important Update:** All employees who have not set up a direct deposit account and have been receiving paper checks should also complete a direct deposit form by the April 1<sup>st</sup> deadline. A report listing these employees is available to authorized users on the Comptroller's website and it is titled "Employees Without Direct Deposit". Employees on this report should be notified that they are to submit a Direct Deposit Form to their agency payroll clerk by the deadline.

Contact GHRS hotline at 334-242-2188 if you have questions.

KDB/sk

CC: Accounting Contacts