



# MAKE EVERY DAY PAYDAY

with

**instant** pay

## The Implementation Process

Once you've signed an agreement and gotten your location(s) set up for Instant Pay, here is an overview of what to expect as part of the implementation process.



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### 1 DISCOVERY

Define the goals and the system integrations that will be required

### 2 CONNECTION

Discuss data points, enable Instant Pay in your systems, and connect payroll

### 3 OPERATIONS

Receive training, plan communication to employees, and receive shipments of marketing materials/cards for employees

### 4 GO LIVE

Begin offering Instant Pay to your employees. Distribute Instant Card kits and the appropriate employee instructions

### 5 PAYROLL

Make sure that employees are set up to receive and accept their Instant Pay offers

### 6 COMPLETION

Learn about best practices and contacts for ongoing program adoption and additional support

