



### Third Party Information Release Approval

We, \_\_\_\_\_, do hereby authorize BenePAY to release the following  
(Company Name)  
information to \_\_\_\_\_.

- 401K
- Check Register
- General Ledger Journal Entry
- Labor Distribution
- Payroll Summary
- Payroll Register
- Simple GL Export
- Work Compensation Report
- Payentry username and password
- Swipeclock username and password
- Timeforce username and password
- Employee information
- Other \_\_\_\_\_

Please send the information to:

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date