

## Ford Employee Payroll Deductions for Ford Interest Advantage (FIA)

### Payroll Deductions – Start/Change/Cancel

Ford Hourly and Salary Employees may activate, change, or cancel payroll deductions for FIA by calling the **24-Hr IVR Access number 800-462-2614** and following the automated menu options. Employees must have an open and active FIA note to use the 24-Hr IVR Access number to process payroll deduction changes.

To activate, change or cancel payroll deduction for FIA, call 800-462-2614 and when prompted, please speak, or use the touch tone to enter the following responses:

- For the Payroll Menu PRESS or SAY **3**
- PRESS or SAY your 10 digit **FIA note number**
- PRESS or SAY the **last four digits of the Primary investor's SSN listed on the FIA note.**
- To Start or Change the PR Deduction - PRESS or SAY **4** (Follow Prompts)
- PRESS or SAY the **Employee full SSN**
- Employees Paid TWICE a Month – PRESS or SAY **1**
- Employees Paid ONCE a Month – PRESS or SAY **2**
- Employees Paid WEEKLY – PRESS or SAY **3**
- PRESS or SAY the Per Paycheck Deduction Amount -- Include both \$\$ and cents  
(Ex. 100.00 = \$100 per Paycheck Deduction)
- System will repeat the deduction amount entered and ask for CONFIRMATION
- PRESS **1** or SAY "**YES**" to submit your request; (PRESS **2** or SAY "**NO**" to cancel the request)
- New changes should be in effect within two pay periods.
- To CANCEL your Payroll deduction – PRESS or SAY 2, 3, and 1 (Follow Prompts)

### Direct Deposit of Net Pay \*

U.S Ford employees electing to invest their entire paycheck into their FIA demand note must complete a **U.S Ford Employee Direct Deposit Net of Pay Form\***. Employees may complete this online form using either of the following methods:

- Visit [Life@Ford](#) > From the list of tiles, select **Compensation** > Click on the **Direct Deposit – Electronic** link > Read the disclosure before selecting 'I Accept' on the consent page> Follow the instructions and add your FIA demand note number in the field labelled *Account Number* > Enter 071000152 for the Northern Trust Co routing number and submit via the tab in the top right corner. Alternatively, click on [Direct Deposit - Oracle Fusion Cloud Applications \(oraclecloud.com\)](#) and follow the above instructions.
- From a Mobile device, scan the following QR code and complete the multi-factor authentication [MFA]> Read the disclosure before selecting 'I Accept' on the consent page> Follow the instructions and add your FIA demand note number in the field labelled *Account Number* > Enter 071000152 for the Northern Trust Co routing number and submit via the tab in the top right corner.



**\*Please Note:** Direct Deposit activation, changes, or cancellation may take 3 to 7 days to be in effect after form submission.