

HOW DO I UPDATE MY PAY METHOD?

Changes to your preferred method of pay is completed within your **Manpower Account**.

To get started:

- Log into your Manpower Account via www.manpower.com.
- Go to **Dashboard** under your account once logged in.
- Click on the **Time & Pay** section.
- Expand the **Payment Options** section.
- Click **View / Change Payment Options**.
- *Follow directions below depending on the pay method you are selecting.*

DIRECT DEPOSIT

To setup or update direct deposit, click **Direct Deposit Setup**.

- Complete all requested information.
- Click **Submit** to save and send for processing.
- Once submitted, the *Current Information on File* section will display “direct deposit” as payment type.

NOTE: If you have any issues with entering or updating your direct deposit, please reach out to your Manpower Representative.

PAY CARD

Contact your Manpower Representative to discuss pay card program enrollment.