



December 12, 2023

To: ILA Local 1414
ILA Local 1475
Georgia Stevedore Association

Effective with pay date February 7, 2024, the Geovista Credit Union deduction will no longer be made by Gateway Terminals. If a worker would like to continue making deposits into their Geovista account, it would need to be handled as a direct deposit. Each employee would be required to log into their Paycom account and enter their information. I have attached instructions on how to complete the necessary steps. As always, if any employee should need any assistance we are always here to help.

Best Regards,

Derek S. Grimes
VP of Finance



STEPS TO ENTER DIRECT DEPOSIT INFORMATION

1. Log in using your credentials
2. Tap Payroll
3. Tap Direct Deposit
4. Scroll to bottom and tap on "add account"
5. Select Bank Account
6. Select Account Type
7. Enter Bank Routing Number
8. Reenter Bank Routing Number
9. Enter Account Number
10. Reenter Account Number
11. Save
12. Click Green Box – Approve & Sign
13. Check Box that you agree to the Terms.
14. Write or Type Your Name
15. Click green box that states "sign"
16. You will receive a security code to verify the account.

If you need help logging in or resetting your credentials, please feel free to contact our office at 912.503.9226.