



INFORMATION FOR SEPARATING EMPLOYEES

Change of Address: Call the HR Connection at 1-866-411-4748 to report a change of address. Since all payroll and benefits correspondence is mailed to your home address, it is very important for a correct mailing address to be on record with GM Financial.

Obtaining Personal Items: Please notify your leader if you would like to obtain remaining personal items after separation of employment. You have 14 calendar days, within or from the date of separation, to initiate the request of your personal items. Failure to do so will result in those items being discarded.

Continuation Of Benefits (COBRA): Your Medical, Dental and Vision benefits will remain in effect until the last day of the month in which your employment ends. You will then be eligible for continuation of coverage under COBRA, effective the first of the month following your last day of employment. TaxSaver will mail COBRA information to your home address on record within 14 days following your last day of coverage. Benefits may be continued only if you elect coverage and pay the applicable premium by the due date. Contact HR Connection at 866-411-4748 for conversion and/or portability for life, long-term care and long-term disability. You may contact TaxSaver Plan at 1-800-328-4337.

401(K): T. Rowe Price will mail distribution materials to your address on record approximately three to six weeks after your termination date. If your 401(K) balance is less than \$5,000, you have 90 days from your termination date to rollover or cash out your monies. If no action has been made within 90 days, all monies will automatically be distributed to you. If you have any questions regarding your fund allocations or your investments, please contact T. Rowe Price, the plan administrator, directly at 1-800-922-9945 or www.rps.troweprice.com.

Final Paycheck: If you have direct deposit, your final paycheck will be deposited into your account on the next regular pay date. You may view your pay stub voucher online at <https://ipay.adp.com/>.

If you do not have direct deposit, your paycheck will be sent via U.S. mail two days prior to the next pay date.

Note: If your state requires a final paycheck to be received prior to the next regular pay date, GM Financial will comply with the state mandate. Your check will be sent via UPS and will not be direct deposited.

Exit interview: If you have voluntarily decided to leave GM Financial, please contact your HR Representative to schedule an interview or to receive a survey link to provide your candid feedback.

Have Other Questions? Call the **HR Connection** at 1.866.411.4748