

## Purchasing US Savings Bonds

US Savings Bonds may be purchased through payroll deduction as follows:

- Go to Treasury Direct by clicking here: <http://www.treasurydirect.gov/tdhome.htm>
- Find the link on the right side of the webpage “Open an Account – Treasury Direct”
- Or, click here:  
<https://www.treasurydirect.gov/RS/BPDLogin?application=rscreate&page=rscreate>

Establishing your Treasury Direct Account and Payroll Deduction will require the following steps:

- 1) Open a Treasury Direct account online
- 2) Obtain your Treasury Direct account # by email
- 3) Wait for your Treasury Direct “Access Card” in the USPS mail
- 4) Log into your account using your account #, password, and access card (all three required)
- 5) **Set up direct deposit with RF Payroll to transfer desired monies into your Treasury Direct Account (If you currently have direct deposit, you will need to complete a change form)**
- 6) While logged into Treasury Direct find “Manage Direct >> My Payroll Savings Plan” and select Series EE or Series I Bonds and Purchase Amount to set-up automatic purchase of bonds

**Please contact Treasury Direct 1-304-480-7711 if further assistance is needed.**