



## OVERDRAFT PRIVILEGE AND CREDIT RESERVE

### Overdraft Coverage Options

The choice is yours. Consider these ways to cover overdrafts:

Service	Cost
Credit Reserve Line of Credit <sup>1,2</sup>	Subject to fees + interest
Overdraft Privilege	\$35 Non-Sufficient Funds Fees per item

<sup>1</sup>Contact us at 602.631.3200 or come by a branch to sign up or apply for these services; <sup>2</sup>Subject to credit approval.

**Credit Reserve** services apply to all types of transactions and may help protect your account from being overdrawn by automatically transferring funds to your checking account from your Credit Union West Credit Reserve Line of Credit. Credit Reserve transfers are subject to fees plus interest. Please note that Credit Reserve Lines of Credit are subject to credit approval.

**Overdraft Privilege (ODP)** allows you to overdraw your account up to the disclosed limit for a fee in order to pay a transaction.

Transactions Covered with Overdraft Privilege	Standard Coverage (No action required)	Extended Coverage (Your consent required)*	<b>If you would like to select Extended Coverage for future transactions:</b> <ul style="list-style-type: none"> <li>• call us at <b>602.631.3200</b> or <b>800.621.0287 (outside Maricopa County)</b>,</li> <li>• complete the online consent found at <a href="http://www.cuwest.org">www.cuwest.org</a>,</li> <li>• visit any branch, or</li> <li>• complete the enclosed form and mail it to PO Box 7600, Glendale, AZ 85312-7600</li> </ul>
Checks	X	X	
ACH - Auto Debits	X	X	
Recurring Debit Card Payments	X	X	
Online Bill Pay Items	X	X	
Online Banking Transfers	X	X	
Telephone Banking	X	X	
Teller Window Transactions	X	X	
ATM Withdrawals		X*	
Everyday Debit Card Purchases		X*	

\*If you choose Extended Coverage, **ATM withdrawals and everyday debit card transactions** will be included with the transactions listed under Standard Coverage. If you already have Extended Overdraft Privilege coverage, it is not necessary to request it again. Business accounts automatically have Extended Coverage.

You can discontinue the Overdraft Privilege in its entirety by contacting us at 602.631.3200 or 800.621.0287 (outside Maricopa County).

### What Else You Should Know

- The order in which items are paid is important if there is not enough money in your account to pay all of the items that are presented. The payment order can affect the number of items overdrawn or returned unpaid and the amount of the fees you may have to pay. Our policy is to process items as follows: 1) online ATM and POS transactions in the order they are received, 2) ACH transactions, in the order in which they are received for the day on which they are processed, 3) signature-based POS transactions, and 4) drafts/checks in numerical order for the day on which they are processed. If a check, item or transaction (other than an ATM or everyday debit card transaction) is presented without available funds in your account to pay it, we may, at our discretion pay the item (creating an overdraft) or return item for Non-Sufficient Funds (NSF). We encourage you to make careful records and practice good account management. This will help you to avoid creating items without available funds and potentially incurring the resulting fees. A link to a credit reserve line of credit is a less expensive option than an overdraft.
- A single larger overdraft will result in just one fee, as opposed to multiple smaller overdrafts.

- Good account management is the best way to avoid overdrafts. Use our Mobile Banking, Online Banking, and telephone banking services to keep track of your balance.
- The \$35 Non-Sufficient Funds Fee is the same fee that would be charged if a check was returned as unpaid. If multiple items would overdraw your account on the same day, each item would be assessed an appropriate Non-Sufficient Funds Fee of \$35. All fees and charges will be included as part of the Overdraft Privilege limit amount. Your account may become overdrawn in excess of the Overdraft Privilege limit amount as a result of a fee.
- Even if you have the Credit Reserve Line of Credit option, Overdraft Privilege is still available as secondary coverage if the other protection source is exhausted.
- Credit Union West does not allow overdraft options from savings or credit cards.
- Although under payment system rules, Credit Union West may be obligated to pay some unauthorized debit card transactions, Credit Union West will not authorize debit card or ATM transactions unless there are available funds (including Overdraft Coverage Options) to cover the transactions and any fee(s). Available funds can often times be less than your actual balance showing on your account due to pending unpaid transactions.
- Giving us your consent to pay every day debit card and ATM overdrafts may result in you incurring Non-Sufficient Funds Fees for transactions that we would otherwise be required to pay without assessing a Non-Sufficient Funds Fee. However, this would allow us to authorize transactions up to the amount of your Overdraft Privilege limit and may also help you avoid overdrafts in excess of your available funds that could result in restriction of your debit card.
- Except as described in this letter, Credit Union West will not pay items if your account does not contain available funds (including the Overdraft Privilege limit) to cover the item(s) and the amount of any fee(s).
- We may restrict your debit card use if you incur overdrafts in excess of the available funds in your account, including any Overdraft Privilege limit.
- Credit Union West will place a hold on your account for any authorized debit card transaction until the transaction settles (usually within two business days) or as permitted by payment system rules. In some cases, the hold may exceed the amount of the transaction.
- Overdraft Privilege is not a line of credit; it is a discretionary overdraft service that can be withdrawn at any time without prior notice.
- Overdraft Privilege may be discontinued if you default on any loan or other obligation to us, your account becomes subject to any legal or administrative order or levy, or if you fail to maintain your account in good standing by not bringing your account to a positive balance within thirty (30) days for a minimum of one business day.
- Depositor and each Authorized Signatory will continue to be liable, jointly and severally, for all overdraft and fee amounts, as described in the Membership Agreement and Fee Schedule. The total (negative) balance, including all fees and charges, is due and payable upon demand.

If you have any questions about a Credit Reserve Line of Credit or Overdraft Privilege, please call us at 602.631.3200 or 800.621.0287 (outside Maricopa County).



## ADDITIONAL INFORMATION ABOUT OVERDRAFTS AND THEIR FEES

An overdraft occurs when you do not have available funds in your account to cover a transaction, but we pay it anyway. Available funds can often times be less than your actual balance showing on your account due to pending unpaid transactions.

We can cover your overdrafts in two different ways:

1. We have standard overdraft coverage that comes with your account.
2. We also offer a coverage that links to a line of credit loan, which may be less costly than our standard coverage option. To learn more, ask us about these coverages.

This notice explains our standard overdraft coverage.

➤ **What are the standard overdraft coverage that come with my account?**

We do authorize and pay overdrafts for the following types of transactions:

- Checks and other transactions made using your checking account number
- Automatic bill payments

We will not authorize and pay overdrafts for the following types of transactions without your consent.

- ATM transactions
- Everyday debit card transactions

We pay overdrafts at our discretion, which means we do not guarantee that we will always authorize and pay any type of transaction.

If we do not authorize and pay an overdraft, your transaction will be declined.

➤ **What fees will I be charged if Credit Union West pays my overdraft?**

Under our standard overdraft coverage:

- We will charge you a fee of up to \$35.00 each time we pay an overdraft
- There is no limit per day on the total fees we can charge you for overdrawing your account

➤ **What if I want Credit Union West to authorize and pay overdrafts on my ATM and everyday debit card transactions?**

If you want us to authorize and pay overdrafts on ATM and everyday debit card transactions, call 602.631.3200 or 800.621.0287 (outside Maricopa County), visit our website at [www.cuwest.org](http://www.cuwest.org), complete the form below and present it at a branch or mail it to: PO Box 7600, Glendale, AZ 85312-7600. You can revoke your authorization for Credit Union West to pay these overdrafts at any time by any of the above methods. Your revocation must include both your name and your account number so that we can properly identify your account.

\_\_\_\_\_ I do not want Credit Union West to authorize and pay overdrafts on my ATM and everyday debit card transactions.

\_\_\_\_\_ I want Credit Union West to authorize and pay overdrafts on my ATM and everyday debit card transactions.

Member Name: \_\_\_\_\_

Account Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Credit Union Use Only** TLID \_\_\_\_\_ Branch # \_\_\_\_\_