



## COURTESY PAY SERVICE DISCLOSURE

**Courtesy Pay** is a service that allows us to pay an item presented for payment against your checking account even if it causes the account to become overdrawn. This may include checks (share drafts), ACH, in-person withdrawals, ATM withdrawals, recurring debit card and Bill Pay transactions. The Credit Union provides the Courtesy Pay as an accommodation to you and is not obligated to do so, even when it has done so in the past. You do not apply for this service and it requires no account-holder action or additional agreements to be signed. You must, however, sign an additional agreement or otherwise provide your consent to allow us to extend this non-contractual courtesy to pay overdrafts for ATM withdrawals and one-time debit card transactions. If you do not ask us to pay overdrafts on your ATM withdrawals and one-time debit card transactions and sign an additional agreement or otherwise provide your consent, overdrafts for these types of transactions will not be paid by Courtesy Pay.

Courtesy Pay may provide certain members in “good standing” with the ability to **overdraw** their personal checking account **up to the Courtesy Pay limit of \$500**. A limit of \$750 is possible with a cumulative deposit of at least \$1000 per month into each checking account.

While Courtesy Pay is not a loan and it costs nothing unless the privilege is used – by initiating checks, electronic funds transfers, or other payment or withdrawal requests for more than the available funds in the account, it may pay for items such as checks when account funds are not available. Whether we pay or return an item, your account will be assessed a fee for each transaction, either as a Courtesy Pay charge or a Non-Sufficient Funds charge, but you will not be charged both fees. If an item (including an ACH item) is presented and returned, it may be presented again for payment. You will be assessed a fee each time the items are presented for payment, regardless of whether the items originated from the same transaction. The amount of the fee is disclosed in our Complete Disclosure and Account Agreement.

The **Courtesy Pay charge** (and Non-Sufficient Funds charge) is a flat fee charged regardless of the amount the account is over drawn. The Credit Union will send you a notice for each item paid by the Courtesy Pay service.

When an overdraft is paid, the account will be taken negative by the dollar amount of the overdraft plus the amount of the Courtesy Pay fee. If we honor multiple overdrafts, we may honor them in any order at the Credit Union’s option or return any such items. When the Credit Union honors overdraft items, you must either deposit funds or apply for a loan sufficient to pay such overdraft plus fees immediately, but in no case more than thirty (30) days from the date of notice sent to you. From the day your account is first overdrawn, you’ll have 30 days to make a deposit that returns the account to a positive balance and maintain your eligibility for Courtesy Pay. Once enrolled, you can opt out at any time by calling the credit union or visiting any of our branches. If you fail to pay the total overdraft amount within thirty (30) days, the Credit Union may pursue all collection options available to it. The Credit Union may, but is not obligated to, transfer funds from your other accounts with us to pay the overdraft.

## DEFINITION OF TERMS

The following words have the meanings given below:

**“Direct Deposit”** means deposits made by the member’s employer or a federal or state government agency or retirement benefits administrator and generally payments made by corporations or other organizations. They do not include deposits to an account that are made by an individual using online banking or an Internet payment provider such as PayPal

**“Good Standing”** means A) Your Checking Account has been open for at least 30 days; B) Making regular deposits sufficient to pay transactions or a direct deposit of more than \$1,000; C) Bringing the account to a positive balance at least once every thirty days or less; D) There are no legal orders outstanding on your account; and E) You do not have any loans with us that are more than 15 days past due.

**“Overdraft”** means when you don’t have enough money in your checking account to pay a purchase or payment and we pay it anyway.

## PARTICIPATION CANCELLATION REQUESTS

Although you are not charged for using Courtesy Pay unless you have an overdraft, you may opt-out of Courtesy Pay at any time. If you receive a direct deposit of your monthly Social Security payment into your checking account or for any other reason do not want Courtesy Pay eligibility, you must advise us to stop us from paying your overdrafts with these funds; you must advise us of your decision in writing, by secure e-mail, calling our Contact Center, or by visiting one of our SF Fire CU branches.