

#### SHAREDRAFT ACCOUNT DISCLOSURE

Community First Guam Federal Credit Union
Tamuning Service Center
238 Archbishop Flores Street, Suite 102
Hagatna, GU 96910

Thank you for this opportunity to provide Checking Account Financial Solutions for You!

## ☐ (13/14) SMARTCHECK PRIME

Unlimited check writing, POS transactions, and ATM withdrawals, free intitial standard check order (up to 150 checks) and discounts on some of our products & services.

Rate Information: This Account is a dividend bearing account. The dividend rate and annual percentage yield will depend upon the daily balance in the account as shown on the Rate Chart. The dividend rate and annual percentage yield may change. At our discretion, we may change the dividend rate on the account Monthly, as determined by the credit union board of directors. Dividends begin to accrue on the business day you deposit noncash items (for example, checks). Dividends will not be compounded on the account. Dividends will be credited to the account monthly. If the account is closed before dividends are credited, you will not receive the accrued dividends.

**Dividend Period:** For this account type, the dividend period is Monthly, for example, the beginning date of the first dividend period of the calendar year is 01-01-2011 and the ending date of such dividend period is 01-31-2011. All other dividend periods follow this same pattern of dates. The dividend declaration date follows the ending date of a dividend period, and for the above example is 12-31-2010.

**Balance Information:** We use the daily balance method to calculate the dividends on the account. This method applies a daily periodic rate to the principal in the account each day. You must maintain a minimum balance of \$500.00 in the account each day to obtain the disclosed annual percentage yield.

Limitations: You must deposit \$500.00 to open this account.

Account Fees: A minimum balance of \$1,500.00 is required to avoid the monthly minimum balance fee. The fee will is \$13.95 (with a direct deposit to your account) or \$15.95 (without a direct deposit to your account).

In addition, a SmartCheck Prime account entitles you a free initial standard check order up to 150 checks and unlimited personalized counter checks; unlimited checkwriting and ATM withdrawals; overdraft protection line of credit of up to \$1000;

Free ATM and VISA CheckCard for first two accountholders and a 50% discount on the fee for additional or replacement cards; fup to 5 free money orders; up to 3 free cashier's checks per month with a 50% discount thereafter; 25% discount on wire transfers, free stop payment requests and telephone and online banking services.

## ☐ (8/9) SMARTCHECK PLUS

Unlimited check writing and pos transactions, limited to 5 free ATM w/d per month, 12 free personalized counter checks per month so you dont have to order checks and discounts on some of our products & services.

Rate Information: This Account is a dividend bearing account. The dividend rate and annual percentage yield are included in the Rate Chart. The dividend rate and annual percentage yield may change. At our discretion, we may change the dividend rate on the account Monthly, as determined by the credit union board of directors. Dividends begin to accrue on the business day you deposit noncash items (for example, checks). Dividends will not be compounded on the account. Dividends will be credited to the account monthly. If the account is closed before dividends are credited, you will not receive the accrued dividends.

**Dividend Period:** For this account type, the dividend period is Monthly, for example, the beginning date of the first dividend period of the calendar year is 01-01-2011 and the ending date of such dividend period is 01-31-2011. All other dividend periods follow this same pattern of dates. The dividend declaration date follows the ending date of a dividend period, and for the above example is 12-31-2010.

**Balance Information:** We use the daily balance method to calculate the dividends on the account. This method applies a daily periodic rate to the principal in the account each day. You must maintain a minimum balance of \$0.01 in the account each day to obtain the disclosed annual percentage yield.

Limitations: You must deposit \$50.00 to open this account.

**Account Fees:** A minimum balance of \$500.00 is required to avoid the monthly minimum balance fee. The fee will is \$5.95 (with a direct deposit to your account) or \$7.95 (without a direct deposit to your account).

In addition, a SmartCheck Plus account entitles you to up to 12 free personalized counter checks per month; up to 10 ATM withdrawals before being charged \$.050 per transaction; the option to apply for an overdraft protection line of credit; Free ATM and VISA CheckCard for first two accountholders and a 20% discount on the fee for additional or replacement cards; up to 3 free money orders per month; discounts on other services including wire transfers, cashier's checks, stop payment requests; and free telephone and online banking services.

## (7) SMARTCHECK BASIC

No frills checking account, unlimited POS transactions, limited check writing with a fee of \$0.50 per item after the 1st five checks, limited ATM withdrawal - No minimum balance requirement.

Rate Information: This Account is a dividend bearing account. The dividend rate and annual percentage yield are included in the Rate Chart. The dividend rate and annual percentage yield may change. At our discretion, we may change the dividend rate on the account Monthly, as determined by the credit union board of directors. Dividends begin to accrue on the business day you deposit noncash items (for example, checks). Dividends will not be compounded on the account. Dividends will be credited to the account monthly.

**Dividend Period:** For this account type, the dividend period is Monthly, for example, the beginning date of the first dividend period of the calendar year is 01-01-2011 and the ending date of such dividend period is 01-31-2011. All other dividend periods follow this same pattern of dates. The dividend declaration date follows the ending date of a dividend period, and for the above example is 12-31-2010.

**Balance Information:** We use the daily balance method to calculate the dividends on the account. This method applies a daily periodic rate to the principal in the account each day. You must maintain a minimum balance of \$0.01 in the account each day to obtain the disclosed annual percentage yield.

Limitations: You must deposit \$50.00 to open this account.

## (114) COLLEGE SMARTCHECK

Checking account for 18-26 year olds pursuing post-secondary education. \$5.00 to open, no minimum balance requirements or fee, various discounts, unlimited ATM withdrawals, etc. See fee schedule for specifics.

Rate Information: This Account is a dividend bearing account. The dividend rate and annual percentage yield are included in the Rate Chart. The dividend rate and annual percentage yield may change. At our discretion, we may change the dividend rate on the account Monthly, as determined by the credit union board of directors. Dividends begin to accrue on the business day you deposit noncash items (for example, checks). Dividends will not be compounded on the account. Dividends will be credited to the account monthly. If the account is closed before dividends are credited, you will not receive the account dividends.

**Dividend Period:** For this account type, the dividend period is Monthly, for example, the beginning date of the first dividend period of the calendar year is 11-01-2018 and the ending date of such dividend period is 11-30-2018. All other dividend periods follow this same pattern of dates. The dividend declaration date follows the ending date of a dividend period, and for the above example is 10-31-2018.

**Balance Information:** We use the daily balance method to calculate the dividends on the account. This method applies a daily periodic rate to the principal in the account each day. You must maintain a minimum balance of \$0.01 in the account each

day to obtain the disclosed annual percentage yield.

**Limitations:** You must deposit \$5.00 to open this account.

#### MISCELLANEOUS FEES AND CHARGES

#### **Member Account Miscellaneous Fees**

Share Account Early Closure: \$20.00 if closed within 30

days of account opening

SmartCheck Early Closure: \$25.00 if closed within 90 days

of account opening

Holiday Club Early Withdrawal or Closure: \$25.00 for

withdrawals or closure prior to November 1st

Money Market Excessive Transfer Fee: \$5.00 for each

transfer after 6 per month

Verification of Account or Loan: \$1.00 Statement Hold: \$1.00 per month

NSF (Non-Sufficient Funds Fee)- Checks or ACH: \$25.00

Overdraft Transfer Protection: \$7.00 per item

Check Orders and Counter-Temporary Checks: Check orders vary depending on style and Counter-Temporary Checks -

\$1.50 per sheet (4 checks)

Check Writing Fee: \$0.50 per check after 5 (Smartcheck

Basic Only)

SmartCheck Classic Monthly Maintenance (No longer offered): \$1.25 (applies to existing accounts only)

#### **College Accounts Miscellaneous Fees**

Early Closure - College SmartCheck: \$25.00 if closed within 90 days of opening

NSF (Non-Sufficient Funds Fee - Checks or ACH): \$15.00

Deposited Return Item Fee: \$10.00

CollegeClub Early Withdrawal: \$15.00 for withdrawals, other than account closure

CollegeClub Early Closure: \$25.00 if closed anytime other than maturity dates of January 1st and August 1st each year

## Access Cards and Services

ATM (Automated Teller Machine) Cards: Up to 2 free with initial order - Replacements \$7.00 each

VISA Check Cards: Up to 2 free cards per account; \$3.00 per card thereafter; \$10.00 replacement fee

VISA Check Card -College SmartCheck: 1st card free;

\$3.00 thereafter; discounted replacement fee

CommTEL & CommuNete Access (telephone and online banking services including mobile banking): Free

#### Wire Transfer

Incoming Wire Transfer Fee: Free

Outgoing Domestic Wire Transfer: \$25.00

Outgoing Foreign Wire Transfer (U.S. Currency): \$45.00

WT Reprocessing (Amendment): \$30.00 per item

Wire Tracer: \$40.00 per item

## **Business Account Miscellaneous Fees**

Business Account Early Closure: \$50.00 if closed within 90 days of opening

Overdraft Transfer: \$10.00 per item for Business BASIC (Free for ADVANTAGE & PRIME accounts)

Non-Sufficient Funds for Checks or ACH: \$50.00 per item Business Check Orders and Counter-Temporary Checks: Check orders vary depending on style and Counter-Temporary Checks - \$5.00 per sheet (4 checks) Business Statement Hold: \$10.00 per statement Business Verification of Account or Loan: \$5.00

#### **Business Access Cards and Services**

ATM (Automated Teller Machine) Cards (SOLE

PROPRIETORSHIP ONLY): Up to 2 free with initial order - Replacements \$7.00 each

Business VISA Check Card (SOLE PROPRIETORSHIP ONLY): \$10.00 per card after: first (2) two (BASIC); first (3) three

(ADVANTAGE); first (5) five (PRIME)

CommTEL & CommuNete Access (telephone and online banking services): Free

#### **Business Member Wire Transfer**

Incoming Wire Transfers: Free

Outgoing Domestic Wire Transfers: \$50.00

Outgoing Foreign Wire Transfers (U.S. Currency): \$75.00 Business WT Reprocessing (Amendment): \$30.00

Wire Tracers: \$40.00

#### **Negotiable Instruments**

Money Orders: \$1.00 per item Cashier's Check: \$5.00 per check Traveler's Checks: 1.00% of face value

#### **General Miscellaneous Fees**

Deposited Return Items: \$15.00

ACH Reprocessing Request: \$15.00 per item

Dormant Account Fee: \$10.00 per month after 18 months; \$50.00 per month after 60 months; \$100.00 per month after 96 months

Stop Payments: \$7.00 for a Single Item (or Sequential range of items under a single request)

Cashier's Check Stop Payments: \$20.00 per item

Draft (Check) Copy Fee: \$1.50 (if after six months of issuance)

Account Inquiry Fee: \$1.00 (per inquiry)
Statement Copy: \$5.00 per statement period
Account Reconciliation/Research: \$25.00 per hour

Notary Services - Members: Free

Notary Services (Non-Member): \$15.00 for 1st 2 signatures; \$10.00 per signature thereafter

Levy or Garnishment Processing Fee: \$25.00 per account

#### Various Discounts Available

Based on specific account types: Various discounts on fees may apply

#### FUNDS AVAILABILITY POLICY DISCLOSURE

YOUR ABILITY TO WITHDRAW FUNDS AT COMMUNITY FIRST GUAM FEDERAL CREDIT UNION. Our policy is to make funds from your cash and check deposits available to you on the same business day as the day we receive your deposit. Once the funds are available, you can withdraw them in cash and/or we will use them to pay checks that you have written. For determining the availability of your deposits, every day is a business day, except Saturdays, Sundays, and federal holidays. If you make a deposit before 5:00 PM on a business day that we are open, we will consider that day to be the day of your deposit. However, if you make a deposit after 5:00 PM or on a day we are not open, we will consider that the deposit was

made on the next business day we are open.

Reservation of Right to Hold. In some cases, we will not make all of the funds that you deposit by check available to you on the same business day as the day of your deposit. Depending on the type of check that you deposit, funds may not be available until the second business day after the day of your deposit. The first \$200 of your deposit, however, may be available on the first business day after the day of your deposit. If we are not going to make all of the funds from your deposit available on the same business day, we will notify you at the time you make your deposit. We will also tell you when the funds will be available. If your deposit is not made directly to one of our employees, or if we decide to take this action after you have left the premises, we will mail you the notice by the business day after we receive your deposit. If you need the funds from a deposit right away, you should ask us when the funds will be available.

**Longer Delays May Apply.** We may delay your ability to withdraw funds deposited by check into your account an additional number of days for these reasons:

- \* You deposit checks totaling more than \$5,000 on any one day.
- \* You redeposit a check that has been returned unpaid.
- \* You have overdrawn your account repeatedly in the last six months.
- \* We believe a check you deposit will not be paid.
- \* There is an emergency, such as failure of computer or communications equipment.

We will notify you if we delay your ability to withdraw funds for any of these reasons, and we will tell you when the funds will be available. They will generally be available no later than the eleventh business day after the day of your deposit.

Holds On Other Funds. If we cash a check for you that is drawn on another financial institution, we may withhold the availability of a corresponding amount of funds that are already in your account. Those funds will be available at the time funds from the check we cashed would have been available if you had deposited it. If we accept for deposit a check that is drawn on another financial institution, we may make funds from the deposit available for withdrawal immediately but delay your availability to withdraw a corresponding amount of funds that you have on deposit in another account with us. The funds in the other account would then not be available for withdrawal until the time periods that are described elsewhere in this disclosure for the type of check that you deposited.

Special Rules For New Accounts. If you are a new member, the following special rules will apply during the first 30 days your account is open:

Funds from electronic direct deposits to your account will be available on the day we receive the deposit. Funds from deposits of cash, wire transfers, and the first \$5,000 of a day's total deposits of cashier's, certified, teller's, traveler's, and federal, state and local government checks will be available on the first business day after the day of your deposit if the deposit

meets certain conditions. For example, the checks must be payable to you. The excess over \$5,000 will be available on the seventh business day after the day of your deposit. If your deposit of these checks (other than a U.S. Treasury check) is not made in person to one of our employees, the first \$5,000 will not be available until the second business day after the day of your deposit.

Funds from deposits of checks drawn on Community First Guam Federal Credit Union will be available on the same business day as the day of your deposit.

Funds from all other check deposits will be available on the fourteenth business day after the day of your deposit.

Dividends Payment Policy. If we receive a deposit to your account on or before the tenth of the month, you begin earning dividends on the deposit (whether it was a deposit of cash or checks) as of the first day of the month. If we receive the deposit after the tenth of the month, you begin earning dividends on the deposit as of the first of the following month. For example, a deposit made on June 7th earns dividends from June 1st, while a deposit made on June 17th earns dividends from July 1st.

# SUBSTITUTE CHECK POLICY DISCLOSURE Substitute Checks and Your Rights

#### What is a substitute check?

To make check processing faster, federal law permits credit unions and banks to replace original share drafts (original checks) with "substitute checks". These checks are similar in size to original checks with a slightly reduced image of the front and back of the original check. The front of a substitute check states: "This is a legal copy of your check. You can use it the same way you would use the original check." You may use a substitute check as proof of payment just like the original check.

Some or all of the share drafts that you receive back from us may be substitute checks. This notice describes rights you have when you receive substitute checks from us. The rights in this notice do not apply to original checks or to electronic debits to your account. However, you have rights under other law with respect to those transactions.

#### What are my rights regarding substitute checks?

In certain cases, federal law provides a special procedure that allows you to request a refund for losses you suffer if a substitute check is posted to your account (for example, if you think that we withdrew the wrong amount from your account or that we withdrew money from your account more than once for the same check). The losses you may attempt to recover under this procedure may include the amount that was withdrawn from your account and fees that were charged as a result of the withdrawal (for example, bounced check fees).

The amount of your refund under this procedure is limited to the amount of your loss or the amount of the substitute check,

whichever is less. You also are entitled to interest on the amount of your refund if your account is an interest-bearing account. If your loss exceeds the amount of the substitute check, you may be able to recover additional amounts under other law.

If you use this procedure, you may receive up to \$2,501.00 of your refund (plus interest if your account earns interest) within 10 business days after we received your claim and the remainder of your refund (plus interest if your account earns interest) not later than 90 calendar days after we received your claim.

We may reverse the refund (including any interest on the refund) if we later are able to demonstrate that the substitute check was correctly posted to your account.

#### How do I make a claim for a refund?

If you believe that you have suffered a loss relating to a substitute check that you received and that was posted to your account, please contact us at Community First Guam Federal Credit Union, 238 AFC Flores Street, Suite 102, Hagatna, GU, 96910, (671) 472-8210, emailus@communityfirstfcu.com. You must contact us within 60 calendar days of the date that we mailed (or otherwise delivered by a means to which you agreed) the substitute check in question or the account statement showing that the substitute check was posted to your account, whichever is later. We will extend this time period if you were not able to make a timely claim because of extraordinary circumstances.

Your daim must include-

- \* A description of why you have suffered a loss (for example, you think the amount withdrawn was incorrect);
- \* An estimate of the amount of your loss:
- \* An explanation of why the substitute check you received is insufficient to confirm that you suffered a loss; and
- \* A copy of the Substitute Check

## Federally Insured by

#### **COMMON FEATURES**

**Bylaw Requirements.** You must complete payment of one share in a Savings (Share) account as a condition of admission to membership.

Par Value of Shares. The par value of a share in the credit union is \$20.00.

**Nature of Dividends.** Dividends are paid from current income and available earnings, after required transfers to reserves at the end of a dividend period. Not applicable to term share or share certificate accounts.

National Credit Union Share Insurance Fund. Member accounts in this credit union are federally insured by the National Credit Union Share Insurance Fund.

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