



Romney Federal Credit Union

## Courtesy Pay & Individual Overdraft Protection

Courtesy Pay helps protect you against having your checks returned in the event of an inadvertent overdraft of your account. These services give you a reserve for emergencies or unexpected situations. There is no fee for having this privilege on your account and you're only charged if you overdraw your account.

### Here is how Courtesy Pay works for you:

Courtesy Pay is not a line of credit. However, if you overdraw your account, we will normally pay the overdraft, subject to the limit of your Courtesy Pay.

For example, suppose you do not have Courtesy Pay and your account balance is \$50. If you write a \$100 check, we will charge your account a fee for writing a check with insufficient funds. This fee is currently \$30. The check will then be returned. In most cases, the establishment that you wrote the check to will require you to redeem the check. You will also probably be charged a fee by that company (usually around \$35) for writing an NSF check. You've now incurred two fees (\$30 at Romney FCU and \$35 at the merchant) for a check that wasn't even paid.

However, if you have Courtesy Pay, here is how the situation typically would have worked. When the check arrived, Romney FCU would pay the check and charge you the \$30 overdraft transaction fee. The total charge would've been \$30 compared to \$30 PLUS \$35 in merchant fees if you didn't have Courtesy Pay. Additionally, you avoid being added to any bad checklists on the check approval networks or with the merchant.

When you use your Courtesy Pay you just remember to subtract the overdraft fee from your account balance. In the example, \$130 would've been from your account: \$100 (the check amount) PLUS \$30 (the overdraft fee amount). Any item that comes in while your account has a negative balance will be charged the \$30 overdraft fee. It is important to record these fees. Your next deposit will bring your balance to the deposit amount minus the overdrawn amount and the overdraft fee.

### *Potential Savings of \$35 with Courtesy Pay*

	Fees WITH Courtesy Pay	Fees Without Courtesy Pay
CP FEE	-\$30	\$0
NSF FEE	\$0	-\$30
Merchant Fee	\$0	-\$35
Total Fees	-\$30	-\$65



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### **Understanding Your ATM Receipt:**

ATM Receipts, and other ways that provide available balance information, will show your current available balance, NOT including Courtesy Pay.

The Available Balance that's listed is the total balance minus any check holds or point of sale holds placed on your account. The available balance does not reflect any Courtesy Pay amount.

The balance shown on the ATM Receipt is the LEDGER BALANCE, which does NOT include any Courtesy Pay amount.

### **Points to remember about Courtesy Pay:**

Every debit item on an overdrawn account will be charged an overdraft fee of \$30

You must promptly repay the amount of the overdraft and the overdraft fee.

If the account isn't in good standing, it will be automatically removed from Courtesy Pay during the systems daily processing routine.

If the account has a child support freeze (or other issue) it will be manually removed from Courtesy Pay.

Standard Courtesy Pay is available for overdrafts that result from checks, over-the-counter withdrawals, and electronic debits (ACH) to your account.

You must consent to Courtesy Pay for Romney FCU to pay debit card transactions and ATM withdrawals using Courtesy Pay.

You must decline to Courtesy Pay to pass on Romney FCU paying debit card transactions and ATM withdrawals using Courtesy Pay.

If you currently have Courtesy Pay and no longer want it, you must revoke your consent for the service.

You may consent, decline or revoke Courtesy Pay by calling 304-822-3116 or visiting our office at 62 W. Main St. Romney, WV 26757.

Courtesy Pay does not interfere with any form of overdraft protection you already have available on your account. Any other form of overdraft protection you already have established will be applied before Courtesy Pay.

### **Courtesy Pay Terms & Conditions**

You must maintain your account in good standing, which includes at least:

- Bringing your account balance to a positive balance
- Not being in default on any loan or other obligation to Romney FCU and
- Not being subject to any legal or administrative order or levy.

***Please see our Courtesy Pay Disclosure Information for terms and conditions.***



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# Individual Overdraft Coverage Options: Courtesy Pay and Individual Overdraft Protection Disclosure for Consumer Accounts

Important information regarding Overdraft Coverage:

## Individual Overdraft Coverage Options

Service	Cost
Individual Overdraft Protection	\$3 fee per transfer
Courtesy Pay	\$30 fee per item paid

**Individual Overdraft Protection** services apply to all transactions and may help prevent overdrafts by automatically transferring funds to your checking account from another account you may have with Romney FCU.

**Courtesy Pay** is a discretionary service that strives to pay items up to the account limit. The limit is set based on each member’s relationship with Romney FCU. It is dynamic, which in this case, means that it can change as often as daily, based on a number of factors to include but not limited to:

- Pattern and number of checking deposits
- Dollar amount of deposits
- Repayment patterns
- Age of account

Courtesy Pay Standard Coverage is included with your checking account to cover inadvertent overdrafts. In addition, you can opt into extended coverage to pay **ATM withdrawals and everyday debit card purchases**.

Transactions Covered with Courtesy Pay	Standard Coverage (No action required)	Extended Coverage (Your consent is required)
Checks	X	X
ACH Debits	X	X
Recurring Debit Card Payments	X	X
Online Bill Pay Payments	X	X
In Branch Withdrawals	X	X
ATM Withdrawals		X
Everyday Debit Card Purchases		X



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## What Else You Should Know

- Courtesy Pay is available to accounts forty-five (45) days or older.
- A link to another account is a less expensive option than an overdraft.
- Even if you have overdraft protection, Courtesy Pay is still available as secondary coverage.
- Good account management is the best way to avoid overdrafts. You can use Romney FCU online/mobile banking to keep track of your balance.
- The Courtesy Pay Fee is lower than the fee you would be charged if a check was returned as unpaid. If multiple items overdraw your account on the same day, each item would be assessed a \$30 Courtesy Pay Fee or a \$30 NSF Fee, in addition to any return fees the merchant will charge. All fees and charges will be included as part of the Courtesy Pay limit amount.
- There is a maximum Courtesy Pay fee limit of \$250 per day.
- Normally we post transactions as follows:
  - ACH credits and debits are posted throughout the day.
  - ATM, PIN approved debit card purchases, Romney FCU online/mobile banking transactions are posted in real time as they occur.
  - Signature approved debit card transactions are posted as they are received from the merchant.
  - Checks issued by you are posted to your account as they are received.
- Although under payment system rules, we may be required to pay some debit card transactions, however, 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).
- Giving us your consent to pay everyday debit card and ATM overdrafts may result in you incurring Courtesy Pay Fees. This allows us to strive to pay transactions up to the amount of your Courtesy Pay limit and may help you avoid overdrafts in excess of your available funds that could result in restriction of your debit card.
- A hold will be placed 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.
- Courtesy Pay is not a line of credit; it is a discretionary overdraft service that may be discontinued at any time without prior notice 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 after the account became negative for a minimum of 24 hours. Accounts with negative balances after forty-five (45) days are subject to being charged off.
- Depositor and each Authorized Signatory will continue to be liable, jointly and severally, for all overdraft and fee amounts, as described in the Deposit Account and Disclosure Agreement. The total (negative) balance, including all fees and charges, is due and payable upon demand.

If you have any questions, would like to make changes or discontinue the Courtesy Pay in its entirety, please visit our office at 62 W. Main St. Romney, WV 26757, email Beth McDonald at [bmcdonald@romneyfcu.com](mailto:bmcdonald@romneyfcu.com) or call our office at 304-822-3116.



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## Courtesy Pay Regulation E Consent Form

### WHAT YOU NEED TO KNOW ABOUT OVERDRAFTS AND OVERDRAFT FEES

An overdraft occurs when you do not have available funds in your account to cover a transaction, but we will strive to pay it. We may cover your overdrafts in two different ways:

- 1) We have a Courtesy Pay program that comes with your account.
- 2) We also offer overdraft protection, such as a link to a savings account, which may be less costly than Courtesy Pay. Courtesy Pay is available to Romney FCU accounts that are forty-five (45) days old or older. To learn more, ask us about this protection.

### THIS NOTICE EXPLAINS OUR COURTESY PAY PROGRAM

What is the Courtesy Pay Program that comes with my account?

In the event of an overdraft, we will strive to pay the following transactions:

- Checks
- Automatic Payment
- Recurring Debit Transactions

Your checking account comes with a debit card that you can use for the transactions listed below, however, your consent is required:

- ATM transactions
- Everyday debit card transactions

This is a discretionary service which means we do not guarantee that we will always be able to 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 Romney FCU pays my overdraft?

**Under Courtesy Pay:**

We will charge you a fee of \$30 each time we pay an overdraft up to a maximum limit of \$250 per day

If you would like to opt in to have us authorize and strive to pay overdrafts on ATM and everyday debit card transactions or opt out, call 304-822-3116, email Beth McDonald at [bmcdonald@romneyfcu.com](mailto:bmcdonald@romneyfcu.com) or visit our office at 62 W. Main St. Romney, WV 26757.

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Check one of the following:

- I want Romney FCU to authorize and pay overdrafts for ATM and everyday debit card transactions.
- I do not want Romney FCU to authorize and pay overdrafts for ATM and everyday debit card transactions.

Member Name (printed)	
Account Number	
Date	

