



Tongass Federal Credit Union
 2000 Tongass Avenue, Ketchikan, AK 99901
 907.225.9063 • 800.960.8328 • www.tongassfcu.com

Courtesy Pay/Overdraft Protection Service Notice & Request

This Courtesy Pay Overdraft Protection Service Notice and Request outlines information about the overdraft protection service of Tongass Federal Credit Union for your ATM and debit card and your request for such services.

What you need to know about overdrafts and overdraft fees

An overdraft occurs when you do not have enough money in your account to cover a transaction, but we pay it anyway. We can cover your overdrafts in different ways:

We have a standard discretionary Courtesy Pay Service that is provided to consumer checking account holders, if you meet the Service qualifications.

We also offer overdraft protection plans, such as a transfer from your savings account or Personal or Home Equity Line of Credit. These may be less expensive than our Courtesy Pay Service. Overdraft protection from your savings account is automatically established when opening a checking account. To learn more, ask us about these options.

What does the Courtesy Pay Service cover?

With Courtesy Pay, we do authorize and pay overdrafts for the following types of transactions:

- Checks and other transactions made using your checking account number.
- Recurring automatic bill payments authorized against your debit card.

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.

We will not authorize and pay overdrafts for the following types of transactions unless you request to "Opt-in" in writing:

- Debit card transactions
- ATM Card transactions

How much does it cost?

- We will charge you a fee of \$25 each time we pay an overdraft.
- There is a limit of \$125 per day on the total overdraft fees we will charge you for overdrawing your account.
- There is NO fee to keep the Courtesy Pay Service on your account.
- There is NO fee if you never use it.

How to request Courtesy Pay Service on debit card transactions?

Please tell us if you want this convenient coverage on your checking account(s) to cover your debit card transactions. If you do not, and there is not enough money available in your account to cover a purchase, your purchase transaction will be declined, even if a deposit is made later the same day.

To sign up for Courtesy Pay for debit card transactions, you must opt-in by using one of the following methods:

- Mail the completed form below to Tongass Federal Credit Union, 2000 Tongass Ave., Ketchikan, AK 99901
- Return the request to any TFCU branch location
- Call TFCU at 907.225.9063

Courtesy Pay Service Request

Yes, I want TFCU to authorize and pay overdrafts on debit card transactions on my checking account below:

Member name: _____

Account number: _____

Signature: _____

Date: _____

TFCU Use Only

Op#: _____ Date: _____ Branch: _____