

# 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 two different ways:**

1. We have standard overdraft practices that come with your account.
2. We also offer overdraft protection plans, such as a link to another checking, savings, money market, or line of credit, which may be less expensive than our standard overdraft practices. To learn more, ask us about these plans.

**This notice explains our standard overdraft practices.**

### **What are the standard overdraft practices 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 do not authorize and pay overdrafts for the following types of transactions unless you ask us to (see below):

- 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 transactions.

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

### **What fees will I be charged if the Bank pays my overdraft?**

Under our standard overdraft practices:

- We will not charge an overdraft fee if your account balance is overdrawn by less than \$5.00.
- We will charge you a fee of up to **\$35** each time we pay an overdraft.
- If your account is overdrawn five (5) consecutive business days, on the 5th business day we will charge a continuous overdraft fee of \$5 per business day until your account balance is brought to a positive balance.
- We will not charge you more than five (5) per item overdraft fees per day (i.e. total per item overdraft fees per day could equal, but not exceed \$175).

### **What if I want the Bank to authorize and pay overdrafts on my ATM and everyday debit card transactions?**

If you also want us to authorize and pay overdrafts on ATM and everyday debit card transactions, please visit one of our banking centers to complete this form, call the number on the back of your debit card, mail this form to PO Box 26368, Kansas City, MO 64196-6368, or log into online banking (under the "Customer Service" tab) to enroll.

You can also revoke your authorization for the Bank to pay overdrafts on ATM and everyday debit card transactions at any time by using any of the above methods. Your revocation must include both your name and account number.

**I do not want the Bank to authorize and pay overdrafts on my ATM and everyday debit card transactions.**

**I want the Bank to authorize and pay overdrafts on my ATM and everyday debit card transactions.**

 

Name \_\_\_\_\_

Account Number

Date

*Bank Use Only*

Associate Name

BC #

*Send a signed Copy to the Document Support Department and provide a Copy to the Client*

# OVERDRAFT COVERAGE OPTIONS

## OVERDRAFT PRIVILEGE AND OVERDRAFT PROTECTION

Life happens! We understand that unexpected overdrafts occur from time to time - overdraft coverage can help. The choice is yours, consider these ways to cover overdrafts:

Overdraft Protection Plan Options	Cost
Overdraft Protection Transfer Service from another deposit account <sup>1</sup>	\$10 fee per transfer in \$100 increments
Ready Cash Reserve line of credit <sup>1, 2</sup>	Subject to \$10 transfer fee + interest, transfers in \$100 increments

<sup>1</sup>Call us at the number on the back of your debit card, or stop by a banking center to sign up or apply for these services; <sup>2</sup>subject to credit approval.

The **overdraft protection plans** described above may help prevent overdrafts by automatically transferring funds to your checking account from another checking, savings or money market account or line of credit you may have at the Bank for a fee or finance charge. Please note that Ready Cash Reserve lines of credit are subject to credit approval. These services may be less expensive than Overdraft Privilege.

In addition to the Overdraft Protection Plans, the Bank offers Overdraft Privilege to eligible accounts.

Service	Cost
Overdraft Privilege	\$35 Overdraft Fee per item. Daily \$5 Continuous Overdraft fees may apply if overdrawn 5 business days or more

**Overdraft Privilege** allows you to overdraw your account up to the disclosed limit for a fee in order to pay a transaction. Even if you have an overdraft protection plan, Overdraft Privilege is still available as secondary coverage if the other protection source is exhausted.

Transactions covered with Overdraft Privilege	Standard Coverage <i>(No action required)</i>	Extended Coverage <i>(Your consent required)*</i>	If you would like to select Extended Coverage for future transactions:  <ul style="list-style-type: none"> <li>· Call us at the number on the back of your debit card</li> <li>· Log into Online Banking, choose "Customer Service" from the top menu, then click "Change ATM/ Debit Card Overdraft"</li> <li>· Visit any banking center</li> </ul> Complete the enclosed consent form and mail it to us at PO Box 26368, Kansas City, MO 64196-6368
Checks	X	X	
ACH - automatic debits	X	X	
Recurring debit card payments	X	X	
Bill Pay and People Pay items	X	X	
Online & Mobile Banking transfers	X	X	
Telephone transfers	X	X	
Teller transactions	X	X	
All other debit transactions	X	X	
ATM transactions		X*	
Everyday debit card transactions		X*	

\*If you choose Extended Coverage on your consumer account, **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.

*Overdraft Privilege is not a line of credit; it is a discretionary overdraft service that can be withdrawn at any time without prior notice. With Overdraft Privilege, we pay overdrafts at our discretion, which means we do not guarantee that we will always authorize and pay any type of transaction.*

You can discontinue the Overdraft Privilege in its entirety by contacting us at the number on the back of your debit card, signing into Online Banking, or visiting a local banking center.

## Additional Information about Overdraft Privilege

- A link to another account or a line of credit may be a less expensive option than an overdraft. 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. For additional financial education resources, please visit [www.mymoney.gov](http://www.mymoney.gov).
- The \$35 Overdraft Fee is the same fee amount that is charged if a check is returned as unpaid. If multiple items overdraw your account on the same day, each item will be assessed an appropriate Overdraft Fee or a Return Item 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.
- If your account balance remains overdrawn five (5) consecutive business days, beginning on the 5th business day we will charge you a \$5 continuous overdraft fee each business day until your account balance is brought to a positive balance. This fee is in addition to any per item overdraft fees.
- For consumer accounts, there is a limit of five (5) Overdraft Fees (\$175) per day we will charge. We will not charge an Overdraft Fee if a consumer account is overdrawn by \$5.00 or less. These exceptions do not apply to business accounts.
- This describes the posting order for purposes of determining overdrafts. Our current practice is to (i) process and post deposits and credits to your Account before we process, post and pay items and (ii) unless noted otherwise below, process, post and pay items in smallest dollar value to largest dollar value within the following categories: CREDITS (1) Deposits, including client initiated transfers, (2) Incoming Wires, (3) Deposit correction credits, (4) Lockbox Deposits. DEBITS (5) Outgoing Wire transfers, (6) Stop Payment Fees, (7) Deposit correction debits, (8) Safe Deposit Box Rent, (9) ACH Debit including Bill Pay ACH items, (10) Client initiated transfers between accounts, (11) Debit Card purchases and ATM withdrawals, (12) Checks cashed by our tellers or presented in other client's deposits\*, (13) Checks including Bill Pay Checks, not included in #12\*, (14) Other service charges including NSF fees, maintenance fees, etc. \*Items post in check or serial number sequence. However, because of the many ways we allow you to access your account, the posting order of individual items may differ from these general policies. Please refer to your Deposit Account Agreement and Disclosure and Funds Availability Policy for additional information. Holds on funds (described below) and the order in which transactions are posted may impact the total amount of Overdraft Fees or Return Item Fees assessed.
- Although under payment system rules, the Bank may be obligated to pay some unauthorized debit card transactions, the Bank 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 every day debit card and ATM overdrafts on your consumer account may result in you incurring Overdraft Fees for transactions that we would otherwise be required to pay without assessing an Overdraft Fee. However, this would allow us to authorize transactions up to the amount of your Overdraft Privilege limit.
- Please be aware that the Overdraft Privilege amount is not included in your available balance.
- The Bank 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. An Overdraft fee may be assessed if there are not funds remaining in your account once the hold has been removed from your account.
- The Bank may suspend your debit card if your account is overdrawn more than 32 consecutive calendar days. Debit cards on your account will remain suspended until you contact us and you make sufficient deposits so that your account balance is positive.
- If your debit card is suspended, you will be unable to use your debit card for purchases or to access funds in your account at the ATM, and if you use your debit card for recurring payments, e.g. utilities, you are responsible to make other arrangements for your recurring debit payment(s).
- Overdraft Privilege is not a line of credit; it is a discretionary overdraft service that can be withdrawn at any time without prior notice. With Overdraft Privilege, we pay overdrafts at our discretion, which means we do not guarantee that we will always authorize and pay any type of transaction.
- Overdraft Privilege limits of up to \$750 are available for eligible Personal Checking accounts opened at least 30 days in good standing and up to \$1,000 for eligible Business Checking accounts opened at least 60 days in good standing; prior to this time, a provisional limit of \$100 may be applied to your account unless you have requested to remove Overdraft Privilege entirely. If you have consented to Extended Overdraft Privilege, it will remain on your account until you otherwise withdraw it or if Overdraft Privilege has been permanently discontinued on your account (does not apply to Business accounts).
- 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 32 calendar days for a minimum of one business day. You must bring your account balance positive for at least one business day to have Overdraft Privilege reinstated.
- 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 Agreement and Disclosure. The total (negative) balance, including all fees and charges, is due and payable upon demand.

**If you have any questions about Overdraft Protection Plans or Overdraft Privilege, please call us at the phone number on the back of your debit card, or visit a local banking center.**