

## DEPOSIT AVAILABILITY POLICY

When a deposit is made to your account, the funds may not be available immediately. For example, if you deposit a check on Monday, you may not be able to withdraw the funds from that check, and we may not pay another check with those funds, until Tuesday or even later. See the *Availability Timeline* below for details about when you can use the funds from different types of deposits.

If you withdraw funds from a check deposit, and the check is later returned unpaid, we may charge the check back to your account.

### Availability Timeline for Deposits to Established Accounts

Below is our general policy for deposits to accounts open for more than 30 days. **Longer delays may apply**, and different rules apply for **checks deposited to accounts open 30 days or less** (see page 2).

A **business day** is any day of the week except Saturday, Sunday, and Federal holidays. A deposit made before (*time of day*) on a business day is considered deposited that day. A deposit made after that time, or on a day we are closed, is considered deposited the next business day.

| When a deposit is made by ...  | Deposited funds are available ...   |
|--|---|
| <ul style="list-style-type: none"> <li>• <b>Electronic direct deposit</b></li> </ul>   | <ul style="list-style-type: none"> <li>• The same business day</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Wire transfer</b></li> </ul>   | <ul style="list-style-type: none"> <li>• The next business day</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Cash</b></li> </ul>  | <ul style="list-style-type: none"> <li>• The next business day if deposited with a teller, otherwise 2 business days</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Check from an account at this bank</b></li> </ul>  | <ul style="list-style-type: none"> <li>• The first \$(<i>large-deposit amount</i>) is available on the next business day</li> <li>• Any remainder over \$(<i>large-deposit amount</i>) is available in 2 business days</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>U.S. Treasury check</b> payable to you</li> <li>• <b>Government, cashier's, certified, or teller's check</b> payable to you and deposited with a teller [with a special deposit slip*]</li> <li>• <b>Postal money order, Federal Reserve Bank check, or Federal Home Loan bank check</b> payable to you and deposited with a teller</li> </ul> | <ul style="list-style-type: none"> <li>• The first \$(<i>large-deposit amount</i>) is available on the next business day</li> <li>• Any remainder over \$(<i>large-deposit amount</i>) is available in (<i>number</i>) business days</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Other checks</b> not specifically described above<br/><br/><i>For example, personal checks, or checks not written to you</i></li> </ul>  | <p><b>For writing checks:</b></p> <ul style="list-style-type: none"> <li>• The first \$(<i>minimum amount</i>) is available on the next business day</li> <li>• The remainder (up to \$(<i>large-deposit amount</i>)) is available in 2 business days</li> </ul> <p><b>For cash withdrawal:</b></p> <ul style="list-style-type: none"> <li>• The first \$(<i>minimum amount</i>) is available on the next business day</li> <li>• Up to an additional \$(<i>cash-withdrawal amount</i>) is available on the second business day at (<i>time no later than 5:00 p.m.</i>)</li> <li>• The remainder (up to \$(<i>large-deposit amount</i>)) is available in 3 business days</li> </ul> <p>Any remainder over \$(<i>large-deposit amount</i>) is available in (<i>number</i>) business days for cash withdrawal and for writing checks</p> |

[\* *Special deposit slips can be obtained in any branch. Government, cashier's, certified, or teller's checks will be processed like "other checks" if they are not deposited with a special deposit slip.*]

### **[Check Cashing, Immediate Availability, and Holds on Other Funds**

We may cash a check or make a check deposit available immediately if you have funds to cover that check in any of your accounts with us. If we do, we will hold those funds (equal to the amount of the check) in your account(s) according to the timelines described elsewhere in this policy.]

**DEPOSIT AVAILABILITY POLICY** (continued)

**Longer Delays May Apply**

Funds from check deposits may be delayed for up to **(number) business days** if:

- We believe a deposited check will not be paid.
- You deposit checks totaling more than \$(*large-deposit amount*) on any one day.
- You redeposit a check that has been returned unpaid.
- You have overdrawn your account repeatedly in the last 6 months.
- There is a bank 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.

**Availability Timeline for Deposits to New Accounts** (Open 30 Days or Less)

| When a deposit is made by ...   | Deposited funds are available ...   |
|---|---|
| <ul style="list-style-type: none"> <li>• <b>Electronic direct deposit</b></li> </ul>  | <ul style="list-style-type: none"> <li>• The same business day</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Wire transfer</b></li> </ul>  | <ul style="list-style-type: none"> <li>• The next business day</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Cash</b></li> </ul>   | <ul style="list-style-type: none"> <li>• The next business day if deposited with a teller, otherwise 2 business days</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>U.S. Treasury check</b> payable to you</li> </ul>   | <ul style="list-style-type: none"> <li>• The first \$(<i>new-account amount</i>) is available on the next business day</li> <li>• Any remainder over \$(<i>new-account amount</i>) is available in 9 business days</li> </ul>   |
| <ul style="list-style-type: none"> <li>• <b>Government, cashier’s, certified, teller’s, or traveler’s check</b> that is payable to you [and deposited with a special deposit slip*]</li> <li>• <b>Postal money order, Federal Reserve Bank check, or Federal Home Loan Bank check</b> payable to you</li> </ul> | <ul style="list-style-type: none"> <li>• The first \$(<i>new-account amount</i>) is available on the next business day if deposited with a teller, otherwise 2 business days</li> <li>• Any remainder over \$(<i>new-account amount</i>) is available in 9 business days</li> </ul> |
| <ul style="list-style-type: none"> <li>• <b>Other checks</b> not specifically described above<br/><br/><i>For example, personal checks, or checks not written to you</i></li> </ul>   | <ul style="list-style-type: none"> <li>• In (<i>number</i>) business days</li> </ul>  |

[\* *Special deposit slips can be obtained in any branch. Government, cashier’s, certified, teller’s, traveler’s checks will be processed like “other checks” if they are not deposited with a special deposit slip.*]