

## Funds Availability

### YOUR ABILITY TO WITHDRAW FUNDS

Our check-clearing procedures have been designed to protect our customer's deposits and to make funds available as soon as possible. When a deposit is received, the availability of funds may be delayed consistent with funds availability laws. During the delay, you may not withdraw the funds in cash or use the funds to pay checks that you have written.

### DETERMINING THE AVAILABILITY OF A DEPOSIT

The length of delay is counted in business days from the day of your deposit. Every day is a business day except Saturdays, Sundays, and federal holidays. If we receive your deposit by 2:00 pm on a business day that we are open, we will consider that day to be the day of your deposit. However, if we receive your deposit after 2:00 pm or on a day we are not open, we will consider that deposit made on the next business day we are open. The length of the delay varies depending on the type of deposit and is explained below.

### SAME-DAY AVAILABILITY

Funds from electronic direct deposits to your account will be available on the day we receive the deposit.

### NEXT-DAY AVAILABILITY

Funds from the following deposit are available on the first business day after the day of your deposit:

- U.S. Treasury checks payable to you
- Wire transfers, cash (for security reasons, cash should not be sent through the mail)
- State and local government checks payable to you
- Cashier's, certified and teller's checks payable to you
- Federal Reserve Bank checks, Federal Home Loan Bank checks and postal money orders, if these items are payable to you

If you mail the deposits, funds from these deposits will be available on the second business day after the day we receive your deposit.

### OTHER CHECK DEPOSITS

The delay from other check deposits depends on whether the check is a local or a non-local check. To see whether a check is a local or non-local check, look at the routing number on the checks.

**PERSONAL CHECK**

Pay to the Order of _____	_____ 20 _____
	\$ _____
	_____ dollars
(Bank Name and location)	_____
123456789 000000000 000	
↑ Routing Number	

**BUSINESS CHECK**

Name of Company Address, City, State	_____ 20 _____
Pay to the Order of _____	\$ _____
	_____ dollars
(Bank Name and location)	_____
00000000 123456789 000000000 000	
↑ Routing Number	

If the first three digits of the routing number (123 in the examples above) are 124 or 324, then the check is a local check. Otherwise, the check is a non-local check. Some checks are marked "payable through" and have a four or nine-digit number nearby. For these checks, use the four digit number (or the first four digits of the nine-digit number), not the routing number on the bottom of the check, to determine if these checks are local or non-local. Our policy is to make funds from local and non-local check available as follows:

1. Local checks - The first \$100 from a deposit of local checks will be available on the first business day after the day of your deposit. The remaining funds will be available on the second business day after the day of your deposit. For example, if you deposit a local check of \$700 on a Monday, \$100 of the deposit will be available on Tuesday. The remaining \$600 will be available on Wednesday.
2. Non-local checks - The first \$100 from a deposit of non-local checks will be available on the first business day after the day of your deposit. The remaining funds will be available on the fifth business day after the day of your deposit. For example, if you deposit a \$700 non-local check on a Monday, \$100 of the deposit will be available on Tuesday. The remaining \$600 will be available on Monday of the following week.
3. Local and non-local checks - If you deposit both categories of checks, \$100 from the checks will be available on the first business day after the day of your deposit, not \$100 from each category of check.

### LONGER DELAYS MAY APPLY

Funds you deposit by check may be delayed for a longer period under the following circumstances:

- We believe a check you deposit will not be paid
- You deposit checks totaling more than \$5,000 on any day
- You redeposit a check that has been returned unpaid
- You have overdrawn your account repeatedly in the last 6 months
- There is an emergency, such as failure of computer or communication 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. Funds will generally be available no later than the eleventh business day after the day of your deposit.

### SPECIAL RULES FOR NEW ACCOUNTS

If you are a new customer, 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 transfer, and the first \$5,000 of a day's total deposit 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 check must be payable to you. The excess over \$5,000 will be available on the ninth 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 all other check deposits will be available on the eleventh business day after the day of your deposit.