

# ACH/EFT Origination Form (choose one)

NEW    CHANGE AMOUNT    CHANGE FREQUENCY    CHANGE DATE    CHANGE INSTITUTION    STOP

I, \_\_\_\_\_ (hereinafter, me or member) **authorize**  
IBEW Community Federal Credit Union to originate Electronic Funds Transfers (EFT)

from \_\_\_\_\_.

Beginning on \_\_\_\_\_ in the amount of \$ \_\_\_\_\_

and continuing each requested frequency until revoked by me in writing. This authorization replaces all previous authorizations that I may have made. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions on U.S. law.

### Select the Frequency of the Transaction:

- One-Time Only          Weekly (Specific Day \_\_\_\_\_)  
 Bi-Weekly (Specific Days \_\_\_\_\_ & \_\_\_\_\_)  
 Monthly (Specific Day \_\_\_\_\_)  
 Semi-Monthly (Specific Days \_\_\_\_\_ & \_\_\_\_\_)

### From Institution:

Choose account type:    Savings    Checking  
 ABA / Routing Number: \_\_\_\_\_  
 Account Number: \_\_\_\_\_  
 Institution Name: \_\_\_\_\_  
 Name on Account: \_\_\_\_\_

### To Institution:

*(Loans with IBEWCFCU, funds must be deposited into a savings or checking before distributing to a loan.)*

Choose account type:    Savings    Checking  
    Loan          Visa  
 Routing Number: \_\_\_\_\_  
 Account/MICR Number: \_\_\_\_\_  
 Name on Account: \_\_\_\_\_

### Agreement:

Effective Date: \_\_\_\_\_  
 Member Printed Name: \_\_\_\_\_  
 Member Signature: \_\_\_\_\_

**\*\*\*Please include a VOIDED check with completed form\*\*\***

***This form must be completed entirely before submitting to Bookkeeping before processing***

### For Credit Union Use Only:

Form Received By:	Bookkeeper Receipt:	Date Item First Sent:
Received Date:	Bookkeeping Set Up Date:	Date First Item Confirmed:

### Disclosures and Important Information

Your right and responsibilities under the law are outlined in the Federal Reserve Board's Regulation E that governs a variety of Electronic transactions. In general, you are protected from loss providing you are responsible in reading your account statements and reporting any problems and errors promptly. You were provided with a Regulation E disclosure when you opened your account with us.

If we do not complete a transaction to or from your accounts on time or in the correct amount according to our agreement with you, we will be liable for your losses or damages. However, there are some exceptions. We will NOT be liable for the following:

- Through no fault of ours, you do not have enough money in your account to make the transactions.
- The money in your account is subject to an uncollected funds hold, legal process or any other encumbrance or agreement restricting a transaction.
- If you do not have sufficient funds available through overdraft protection.
- If circumstances beyond our control (such as a fire or flood) prevent the payment or transfer, despite reasonable precautions that we have taken.

### **10 Days advanced notice required to process initial Setup, 5 days for changes and revocation.**

Funds coming into IBEW Community FCU from another institution for a loan payment will be deposited to the member's savings or checking account, then ATF will be set for the transfer of payment for IBEW Community FCU loans.

When selected date is a holiday, items will be processed the next Business day.

In the event that IBEW Community FCU deposits/withdraws funds erroneously into my account, I authorize IBEW Community FCU to reverse the transaction on my account for an amount not to exceed the original amount of the erroneous credit.

After **TWO** returned items the ACH Origination item will be cancelled.

See IBEW Community FCU's Fee Schedule for all applicable charges/fines.