



## **BUSINESS MEMBERSHIP AND ACCOUNT AGREEMENT EFFECTIVE SEPTEMBER 1, 2025**

This is a multi-page document that contains the Disclosures listed below. It is important that you read and understand these Disclosures; otherwise notify Virginia Credit Union immediately. All VACU disclosures are provided in the English language and when designated that you contact VACU, you agree that such communication will be conducted in English, unless VACU permits otherwise.

- **Business Membership Rules & Regulations**
  - **Funds Availability Disclosure**
  - **Electronic Banking Agreement for Member Business Services**
  - **Business Services Account and Fee Disclosure**
  - **Product Profile**
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### **VIRGINIA FEDERAL CREDIT UNION**

#### **BUSINESS MEMBERSHIP RULES AND REGULATIONS EFFECTIVE APRIL 1, 2025**

**Definitions.** The following terms are used by Virginia Federal Credit Union in the interpretation of these Rules and Regulations. Unless it would be inconsistent to do so, words and phrases should be construed so that singular includes plural and plural includes singular, and capitalization of such word is irrelevant. "VACU," "credit union," "we," "us," and "our" mean Virginia Federal Credit Union, its successors and/or assigns. "You" and "Your" mean each Virginia Federal Credit Union, member, including but not limited to any joint or multiple party account owner, joint borrower, co-signer or loan guarantor, business or business entity, i.e., corporation, limited liability company ("LLC"), partnership or any authorized signer or representative of such person or party. "Authorized Signer" is any person who has your actual or apparent authority to transact business on your account whether or not such person has signed the signature card or other documentation for your account. VACU may continue to recognize the authorized signers authority until VACU has received and had a reasonable time to act upon your written modification, revocation or other change of authority instruction. "Service" means VACU authorized financial business conducted, provided or offered by us and accepted, received or initiated by You, including, but not limited to account access, products, benefits and features. "Disclosures" mean VACU issued terms and conditions defined for specific Service and include, but may not be limited to this Business Membership Rules and Regulations, Business Services Account and Fee Disclosure, Electronic Banking Agreement for Member Business Services, Account Receipts or Notices, and VACU's Bylaws and policies, any of which we may amend from time to time and which will become effective upon notice required by applicable law, if any.

**Membership eligibility and requirements.** Individuals or entities (collectively "persons") meeting membership qualifications established by our Bylaws and whose membership application otherwise meets our policies and procedures may be admitted to membership. Once admitted to membership, You agree to all bylaw requirements of Virginia Federal Credit Union. A copy of VACU's bylaws shall be available at corporate headquarters, located at 7500 Boulder View Dr., Richmond VA 23225 during business hours for inspection by any "member." Membership may be denied to any person whose identity cannot be established to our satisfaction, persons causing a loss to VACU or otherwise misusing an account or service or not meeting VACU's screening process as well as those persons with whom or which we are prohibited by law from doing business, i.e., persons appearing on the Specially Designated Nationals List prepared by the Office of Foreign Assets Control.

**Agreement.** By commencing Service with us, You accept and agree to abide by all current terms and conditions defined by our Disclosures, and by us for the Service You receive. If You request Service using an outdated, invalid or expired application and we accept the application, then You agree that our current Disclosure(s) supersedes any Disclosure(s) specified within such application. Unless clearly varied in writing in a separate written agreement, issued and/or accepted by us, our Disclosures govern our Services and have been or will be delivered to You as appropriate. Only members have specific rights to VACU ownership and receive Service. If You are not a VACU member You have no ownership rights with VACU and it is at our sole discretion to offer or provide Service to You. As a member, You are required to maintain the established par share amount in a separate, Member Share account. You authorize us to transfer available funds from other accounts owned by You in order to maintain the required par share amount and agree that such Member Share account is subject to the fees as disclosed in our Business Services Account and Fee Disclosure. Other than transactions to maintain the par share amount, the Member Share account is not a transaction account.

VACU is entitled to and You agree that we can correct errors at any time on an account without prior consent from or notification to any account holder, even if the correction causes Your account to be overdrawn. If VACU is presented with

legal evidence that any name or Employer Identification Number (EIN) differs from what we have in Your records, VACU is authorized, without notification to You, to change Your records to reflect the legal information.

Also, unless VACU receives written and acceptable instructions to the contrary, You authorize VACU to follow Your electronic, written or verbal instructions. We may follow our normal security procedure to which you have agreed and update email addresses and other contact information on our systems. You agree that we may contact You about Your Accounts by any means allowable by law, including but not limited to telephone, e-mail, or facsimile, and You give Your consent to call You at any phone number, including but not limited to using an auto-dialer or automated message.

**Owners and Authorized Signers.** Your Member Business Account is owned by the entity applying for and admitted to membership. The business entity may only add or delete owners or authorized signers to an account using documentation by the entity acceptable to VACU. No change in owners or authorized signers is effective until we have received written notice of the change and have had adequate time to approve and act on it. Only owners may close accounts. Only Authorized Signers may transact business on the Member Business Account.

**Identification Notice (USA Patriot Act.)** To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account or who has beneficial ownership of and/or a controlling interest in the business entity.

What this means for you. When you open an account, we will ask for your business' name, address and other information that will allow us to identify you. We may also ask to see other identifying documents like proof of entity existence, an employer identification number, proof of authority to open an account and the persons authorized to transact business in the account (which must be kept current as long as the account is open).

Existing Members. Even if you have been a VACU member for many years, we may ask you to provide this kind of information and documentation because we may not have collected it from you in the past or we may need to update our records.

Failure to Provide Information. If, for any reason, any owner is unable to provide the information necessary to verify their identity, their account(s) may be blocked or closed, which may result in additional fees assessed to the account(s).

**Electronic Messaging and Agreements.** Many Members use the Internet and email as their primary form of communication with VACU. For example, we offer Business Online Banking and the ability to obtain periodic account statements online.

You agree that we may make agreements with You by electronic means. Your authorization and consent to such an agreement, or your delivery of instructions, may be made by use of certain numbers, codes, marks, signs, personal identification numbers (PINs), public or private keys or other means, acceptable to You and to us, to establish Your identity and acceptance of the electronic communications. All electronic communications that meet these requirements will be deemed to be valid and authentic and You intend and agree that those electronic communications will be given the same legal effect as written paper communications signed by You. You agree that electronic copies of communications are valid and You will not contest the validity of the originals or copies, absent proof of altered data or tampering.

You are not required to accept electronic communications; we want You to be aware that this is an option for You to accept. We will never ask You for sensitive account information, such as, passwords, PINs, Social Security numbers or account numbers via email. If You receive an email that appears to be from Virginia Credit Union or VACU asking for this type of information, immediately forward the email in its entirety (not as an attachment) to [reportabuse@vacu.org](mailto:reportabuse@vacu.org).

**Cellular Phone Contact Policy.** By providing us with a telephone number for a cellular phone or other wireless device, you are expressly consenting to receiving communications – including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system – from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls regardless of their purpose. Calls and messages may incur access fees from your cellular provider.

**Reporting information.** You authorize us to report Your Service information to any consumer reporting agency and to any person/party for which You list us as a reference. In addition, You authorize us to secure a business credit report for the business (and related entities) opening the account and a credit report on the account owners or authorized users of the account. You also authorize any person/party You give to us as a reference, along with Your other creditors, financial institutions, or employers, to provide to us information concerning their relationship or account history with You. You authorize us to investigate Your background, employment, credit worthiness, credit history, and financial responsibility through employers or consumer reporting agencies or by any other reasonable means, including direct contact. You agree that we may solicit for additional products based on such reports.

**Denial of Service policy.** Any member, including for these purposes a business entity or party affiliated with a business entity member which has for any reason caused VACU to suffer a loss on a loan, share account or otherwise, will be denied further use of VACU's services or products until the loss is fully recovered or until repayment arrangements are made that are satisfactory to VACU in its sole and absolute discretion.

Notwithstanding the foregoing, in the event a member perpetrates a fraud upon or otherwise engages in criminal activity involving VACU or there is evidence the member is engaging in criminal activity, whether through the use of a VACU account or otherwise and whether or not VACU suffers a loss, such member will be denied further use of VACU services and products; and, such services may not be reinstated and such products may not be made available to such member in the future regardless of whether any attendant loss is repaid in full.

Any member who engages in abusive or threatening behavior or in any other form of unacceptable and offensive conduct, as determined solely by the Credit Union, with any Credit Union employee, representative or member while on Credit Union premises or at a Credit Union function, such as the annual meeting, or while engaging or attempting to engage in business with the Credit Union, whether in person, by telephone or by some other means, may be denied further use of any or all of the Credit Union's services and products and access to its premises and facilities. The denial of such services and products, including further contact with Credit Union employees and representatives in person, by telephone or otherwise, will become effective at the time fixed by the Credit Union without further notice or warning to the member and will remain in effect and cover such products and services as determined by the Credit Union in its sole and absolute discretion.

**Power of attorney.** We will honor a power of attorney as required by VA Code § 64.2-1600, et seq., when presented by an agent properly authorized by the business member to act on behalf of the business. We will require a § 64.2-1639 Agent's certification by the agent presenting the power. We may also require from the agent an attorney's opinion as to the validity of the power as permitted by § 64.2-1617 or seek judicial relief which may be at agent's expense as permitted by § 64.2-1614.

**Resolving Account Disputes and Adverse Claims.** If a dispute arises concerning Your account (including, for example, a dispute over who is an authorized signer or owner), or if VACU believes we have a claim against You or we have or receive a claim by a third party (including any of our affiliates) to all or a portion of the property (including money, savings certificates, securities and other investment property, financial assets, etc.) in Your account, or if we have concerns regarding Your account or the use of Your account, we have the right to hold any portion of the property in Your account until the dispute, claim, or concern is resolved to VACU's satisfaction. For purposes of this section, "account" includes any account You have with us or any of our affiliates (including, without limitation, agency, custody, safekeeping, brokerage, and revocable trust accounts). If the dispute, claim, or concern remains unresolved, You agree that we may at our option deposit the property in Your account with a court and ask the court to determine to whom the property belongs. If we place the funds in a court as provided, you agree to pay our expenses including reasonable attorney's fees. We will not be liable to You if the hold we place on Your account leaves insufficient funds to cover outstanding items. You agree to reimburse us for our expenses, including attorney's fees and expenses, arising out of any dispute, claim, or concern and our response to it.

**Deposits, Cashing Checks, Withdrawals and other Special Rules.** The funds from any items deposited into Your checking account will be made available as described in our Funds Availability Disclosure or any Business Services Remote Deposit Now Terms and Conditions. If a cashed check is returned for any reason, we may charge the item to Your account. VACU can refuse to accept any item for deposit with or without reason, or impose conditions on a deposit as we think appropriate. For example, we can treat a deposit as an "inquiry" or take an item for "collection" instead of deposit.

**Deposits by Mail:** If You make a deposit by mail, it will be available as provided in our Funds Availability section.

**Cutoff Time:** A deposit made after our daily cutoff time on a business day, or on a day we are not open for all forms of business, will be considered deposited on the next full business day as provided in our Funds Availability section. The cutoff time applies to all accounts.

**Night Depository:** Refer to Business Services Representative for instructions.

**Withdrawals.** The persons designated on a VACU approved document such as an account signature card or list of authorized users provided to VACU by You for Your Business Account may make withdrawals by written order on approved forms or by other methods approved by us. We may refuse a withdrawal request against uncollected funds. We shall not be liable for failure to pay a check unless such failure is solely due to our negligence. A service charge may be imposed for excessive withdrawals from money market accounts. For security reasons, VACU reserves the right to limit the amount of cash withdrawals. We may pay any check presented to us drawn on your account regardless of the date on the check/draft. If you do not want us to pay a post-dated check or a check you have written more than six months ago (stale-dated) you must notify us in the manner described below for post-dated and stale-dated checks.

**Post-Dated Checks.** VACU is not responsible to You if we pay a check before its date, even if we have notice that it is post-dated. If we, at our option, refuse to pay a check because it is presented before its date, You will have to pay, if applicable, the fee we charge for insufficient funds. If You want to be sure we do not cash it before its date, You must stop its payment by following our rules for stop payments in the STOP PAYMENT ORDERS section of this Agreement and follow our procedures for revoking a stop payment request.

**Stale-Dated Checks.** A “stale-dated” check is one that is drawn on a VACU account that is more than six months after its date. We may, but are under no obligation to pay a check drawn on a VACU account if the date is blank or is more than six (6) months old. If You do not want us to pay a stale-dated check, You must place a stop payment order on the check following our stop payment procedures.

**Restrictive Legends.** We may ignore any legends appearing on your checks. Our decision to pay or not to pay a check is based on funds available in your account and other factors. Examples of restrictive legends are “must be presented within 90 days” or “not valid for more than \$1,000.00.” You agree that we may pay or refuse to pay such items, in our sole discretion, even though the restriction or condition has not been met. We are not responsible for any losses, claims, damages, or expenses that result from your placement of these or other special instructions on your checks/drafts.

**Check Forms.** Checks are sorted and copied by high speed equipment. If You don’t buy Your checks through us, You must get them approved by us or we will not be responsible if Your checks do not process correctly.

**Deposits of Checks at ATMs** We reserve the right to refuse to credit Your account for all ATM deposits of the following items:

- For items greater than \$2,500, not endorsed by payee (if single payee) or by all payees (if more than one payee);
- Improperly endorsed (e.g., different endorser than payee);
- Restrictive wording (on the deposited item);
- Post dated (greater than one day after the ATM network business day);
- No date or incomplete date;
- Altered in any way;
- Photocopy of item;
- Not signed by maker;
- Traveler’s check with different counter signature;
- Drawn on a foreign bank;
- Missing the numeric amount and/or the written amount;
- Numeric amount and written amount do not match;
- No payee listed;
- Federal tax refund checks not endorsed by payee or all payees; and
- Any other instrument which is not a check or negotiable instrument.

**Signature Comparison.** VACU processes certain items mechanically, based on information encoded on checks and other transaction items, and VACU is not required to examine items and debits drawn on Your account. We collect Your signature to obtain Your agreement to the rules we establish for Your account, but this does not create any responsibility on our part to verify signatures on items and other charges to Your account.

**Number of Signatures.** We do not establish any accounts that require two (2) or more signatures on any items drawn on the Account. If, for example, You state “requires two signatures if greater than \$1,000,” You acknowledge that such provision is solely for Your personal or internal control purposes. You agree that if You:

- have an account in which more than one signature is required to complete a transaction;
- authorize someone to transact some but not all transactions on Your account;
- authorize someone to transact business on Your account for limited purposes and no others; or
- use checks that require two or more signatures,

such arrangements are strictly between You and the other person(s) You authorize, whether we have notice of Your arrangement (including in a form we provide You) or not. You cannot assert a claim against us for permitting a transaction so long as any one of the owners or authorized persons sign or initiate the transaction, even if a person exercises more authority than You have given.

**Deposits of Pre-Authorized Drafts.** A pre-authorized draft is an arrangement whereby You get authority from a person (a customer, usually) to access a deposit account owned by that person to pay a debt that person owes You. You deposit these “drafts” into an account with us, and we collect them from Your customers, who may have accounts with us or other financial institutions. (These “drafts” are checks You create based on information Your customer provides You, such as the customer’s name and account number, and the express permission Your customer gave You to draw on this account.)



**When You deposit these pre-authorized drafts, You make the following agreements and warranties:**

- You have express, verifiable and binding authorization from Your customer to access his, her or its account for the amount You ask us to collect;
- You will keep the proof of Your authorization in retrievable form for not less than two years from the date of the authorization and provide us without cost to us with such proof upon our request;
- We may reverse any credit given to You for any draft deposited to Your account and returned to us regardless of when it is returned or the reason for the return. We may take funds in Your account to pay the amount you owe us, and if there are insufficient funds in Your account, You will still owe us the remaining balance.

**Waiver of Notification of Redeposited Checks.** When You deposit checks to Your account, You have a right to be notified, i.e., on your periodic statement, whenever a check You deposit is returned unpaid. We may offer You a plan (to businesses that elect it) whereby VACU will automatically redeposit checks returned unpaid due to insufficient funds. To simplify collection of these items, You give up this right to notification for those items we redeposit. If these items are returned unpaid a second time, You will receive standard notification. We may withhold the availability of funds represented by a redeposited check. We will notify You of such delay.

**Facsimile Signatures.** You may wish to use a facsimile signature stamp or other mechanical signature device to sign checks or other orders relating to Your accounts. If You do, we will, without contacting You, debit Your account for items bearing an imprint that looks substantially like Your authorized mechanical signature, whether or not such items bear the actual facsimile signature stamp. You agree to notify us and give us a sample imprint if You plan to use such a device. If You do not give us a sample, this section still applies to your use of the device. You are responsible for the security of any mechanical signature device. We will not be responsible for payment of unauthorized items bearing an imprint from, or similar to, Your authorized mechanical signature.

**Truncation, Substitute Checks, and Other Check Images.** If You truncate an original check and create a substitute check or other replacement document, or other paper or electronic image of the original check, You warrant that no one will be asked to make payment on the original check, a substitute check or any other electronic or paper image, if the payment obligation relating to the original check has already been paid. You also warrant that any substitute check you create conforms to the legal requirements and generally accepted specifications for substitute checks. You agree to retain the original check in conformance with the time requirements as outlined in any Business Services Remote Deposit Now Terms and Conditions. You agree to indemnify us for any loss we may incur as a result of any truncated check transaction you initiate. We can refuse to accept substitute checks that have not previously been warranted by a bank or other financial institution in conformance with the Check 21 Act. Unless specifically stated in a separate agreement between you and us, we do not have to accept any other electronic or paper image of an original check.

**Deposit Preparation, Sorting, and Endorsements.** You agree to properly prepare, sort, and endorse all deposits according to requirements specified in any applicable user guides and Federal Regulation CC. You agree to indemnify us for any loss we incur as a result of your failure to comply with these requirements.

**Fraud Prevention Measure.** We may offer certain products and services, such as “positive pay,” and account blocks and filters that are designed to detect or deter fraud. Failure to use such services could substantially increase the likelihood of fraud. If You fail to implement any of these products or services, or if You fail to follow these or other precautions reasonable for Your type of account or circumstances, You agree that You will be precluded from asserting any claims against us for paying any unauthorized, altered, counterfeit or other fraudulent item that such product, service or precaution was designed to detect or deter, and we will not be required to re-credit Your account or otherwise have any liability for paying such items.

**Transfers.** Transfers of funds from Your account to another account with us may be made by the same persons and under the same conditions generally applicable to withdrawals. Telephonic requests for account transfers received on a business day will generally be processed as of that same day; all other telephonic requests may be processed as of the next business day. We provide notices of account transfers in the periodic statements.

**Insufficient funds and overdrafts.** If Your share balance or any applicable credit limit is insufficient to cover the indebted or obligated amount You owe to VACU for transfers/transactions such as drafts, withdrawals, fees or other items, then we will cover those amounts according to the written overdraft authorization that You have provided to us. If no overdraft authorization exists, or if such exists, but balances/limits in designated accounts are insufficient to satisfy Your indebtedness or obligations, then we may process applicable amounts according to our overdraft procedures, which include, but are not limited to, debiting any of Your VACU account(s) and/or lines of credit. Transfers from share accounts will be governed by these Rules and Regulations. Transfers from loans/lines of credit will be governed by the applicable loan or line of credit agreement. Fees relating to paid or returned overdrafts and transfers are set forth in our Business Services Account and Fee Disclosure. We do not have to notify You that Your account has insufficient funds and we have the right to pay or refuse payment of any transfer, transaction or overdraft. We also reserve the right to close share accounts without notice that have insufficient funds and/or overdrafts, and to charge You all collection costs and attorneys' fees as a result of this action.

**Check endorsements.** You agree to present checks for deposit to Your account for which You (meaning the Business named on the account) are the named payee. You must endorse all checks You deposit or cash against Your account in ink within the boundary extending 1½" from the trailing edge of a check. The trailing edge is defined as the left side of the check looking at it from the front. If the return of a check is delayed because our endorsement is obstructed due to Your failure to endorse the item within the noted boundary, You agree to reimburse us and hold us harmless against any loss, expense, or cost we may incur. You authorize us, if we elect to do so, to supply Your missing endorsement. We reserve the right to refuse for deposit any double endorsement check.

**Stop payment orders.** You may place a stop payment order against drafts (paper checks) drawn by you against Your transaction account. We must receive the stop payment order at such time and in such manner as to afford us a reasonable opportunity to act on it. You must provide us with the check number, name of payee (if available), amount and date of draft in order for us to place the stop payment. You may also request VACU to stop payment on a recurring payment, i.e., ACH debit or electronic debit, i.e., debit card or converted check. If you give us a stop payment order on a recurring ACH debit or electronic debit, we will stop all future ACH or electronic debits from the same source UNLESS you tell us not to stop future debits at the time you provide us a stop payment order. For electronic debits, You understand and agree that any Stop Payment Order placed by You must be received before the debit is presented and we must have a reasonable period of time to act upon it to have any obligation to stop an electronic debit whether originated as a paper check and converted or presented using an access device such as a debit card. You may be liable to any person, including us, who is holder of an item for which we have stopped the payment of such item. You agree to hold us harmless and indemnify us for all expenses, costs, attorneys' fees, and damages (including the amount of the draft) incurred by us by reason of our payment of the draft if such payment is the result of Your failure to furnish complete and accurate information about the draft. You agree to hold us harmless for all expenses, costs, attorneys' fees, and damages (including the amount of the draft) incurred by us due to our refusal to honor the draft. You do not have the right to stop payment on a VACU official check. A stop payment order does not expire unless revoked by the member. A fee as disclosed in our Business Services Account and Fee Disclosure may be charged for each stop payment request.

**Account use.** VACU accounts are intended for legal purposes only, as such You agree that we may block any transaction that we suspect You initiated illegally, including those of illegal internet gambling. Further, You agree we may refuse any transaction of any type originating from or sent to a country on the Office of Foreign Assets Control (OFAC) or other government list. We reserve the right to refuse transactions of any items made payable to a business other than the name of Your business and to refuse check printing orders listing a business name other than the Business name for Your Business which we have accepted for Your Member Business Service account. You warrant and agree that You will not use any VACU account or Service, including, but not limited to a loan or credit line, to make or facilitate any illegal transaction as determined by applicable law; and that any such use, including any such authorized use, will result in closure of Your account and/or denial of Service. You agree that VACU will not have any liability, responsibility or culpability whatsoever for any such use by You and/or authorized user. You further agree to indemnify and hold VACU harmless from any suit, liability, damage or adverse action of any kind that results directly or indirectly from such illegal use.

**Inactive accounts.** An inactive account fee as defined in our Business Services Account and Fee Disclosure may be imposed on inactive accounts if You have not initiated account activity for a period of more than one (1) year. If there are not sufficient funds in the inactive account to cover the inactive fee, such fee may be withdrawn from any other available checking or savings account balance owned by You. We reserve the right to close accounts when inactive fees reduce the account balance to zero. Under Virginia law, share accounts which have not had owner initiated activity for a period of five (5) years are likely to be treated as "Unclaimed Property." We are required to remit the balances of all accounts classified as unclaimed property to the governing state, which will then act as custodian of the funds until the proper owner can be found and the funds returned to that owner.

If Your funds are submitted as unclaimed property, You must reclaim Your funds directly from the state, and such reclamation may involve a delay and/or processing fee charged by the governing state. Vouchers from coin redemption machines not redeemed within 24 months are subject to Virginia's Unclaimed Property Act.

**Account or membership termination.** Business Entity must notify us, in a manner acceptable to us, if it wants to terminate an account or its membership. If Your membership is terminated for any reason, You remain liable to us for all amounts owed on loans, items outstanding, other charges, costs and fees. Within this Member Business Services Account Agreement and Disclosure are our phone numbers and our location where You can contact us to find out what we consider acceptable notification. We may deny You Services or expel You from membership for reasons defined in this Member Business Services Account Agreement, our Bylaws, and for any other legally permissible reasons. We reserve the right to close Your account at any time without notice to You or require You to close it if: (1) we reasonably believe it is necessary to prevent a loss to VACU; (2) You have misused any of Your accounts; (3) checks on Your account have been lost or stolen; or (4) there has been fraud or forgery reported or committed involving Your account. If a closed account balance includes recently deposited funds, there can be a delay of up to 10 business days before we release such funds in order to ensure the availability of deposited funds.

**Levies.** In the case of accounts other than joint or trust accounts, if we receive a levy, attachment, garnishment or other court process against any account holder, we may pay the amount demanded to the constable, taxing authority, sheriff or court without notifying You, or may withdraw sufficient monies from the account or from any of Your other accounts and deposit them in a non-dividend bearing account until an appropriate court order has directed disposition of such monies. In the case of a joint or trust account, if we receive a levy, attachment, garnishment or other court process against any of You, we shall have the right to hold the amount subject to such levy, attachment, garnishment or other court process, or such lesser amount as may be contained in the account, and not permit withdrawal of such amount until disposition of such amount has been directed by an appropriate court order, or until such time as such levy, attachment, garnishment or other court process shall have expired by operation of law. A service charge as set forth in the Business Services Account and Fee Disclosure may be imposed for processing documents related to the levy, attachment, garnishment or other court process.

**Lien and security information.** In this section, "You" and "Your" also includes all parties indebted or obligated to us such as loan applicants, borrowers, co-applicants, guarantors or cosigners. Unless prohibited by law, You agree that any VACU account, open now or in the future in which You have an ownership interest as either individual or jointly, is pledged to us and that we have a lien for the total amount of Your indebtedness to us including business credit card accounts, which includes negative shares. Your pledge and our lien includes all Your shares, deposits, payments and dividends which may be received, that are deposited into or cashed against Your VACU account. We reserve the right to apply any and all of your VACU deposits or credits to satisfy any and all of your indebtedness or obligations to us without prior notification to you (other than any unsecured credit card indebtedness arising from consumer credit transactions). You understand that regardless of the source of the funds, that we may take all the shares or deposits needed by us to repay Your indebtedness. If a debt is owed by You, then You authorize us to disclose information about such debt to any other joint owner whose account is subject to setoff for such debt.

**Statements.** You are responsible for notifying us anytime You do not receive Your periodic statement. Any objection concerning any item shown on a periodic statement of an account shall be waived unless made in writing to us within fourteen (14) days following the date on which the statement is mailed or electronically provided, or within any longer period of time allowed by applicable law. You are responsible for notifying us at the time of any change in Your mailing or e-mail address. You understand and agree that paid checks become our property and will not be returned to You. At Your request, we will provide copies of these items for a fee as set forth in our Business Services Account and Fee Disclosure.

**Changes in Recurring Payments/Deductions to Your Account.** You must instruct any person making any recurring payment or debit to Your account, in a manner acceptable to them, if You want to cancel any deposit or payment authorizations received directly by us for posting to Your account. Otherwise we will post such transactions according to Your authorization on file with us.

**Automated Clearing House (ACH) transactions.** If You choose to access the ACH feature of VACU Member Business Services, You must sign our Automated Clearing House Electronic Fund Transfers Service Agreement and be approved. If You use VACU ACH Origination Services, you are considered an "originator" of an ACH transaction and are subject to applicable U.S. law when initiating ACH transactions. This includes, among other things, that as an Originator you will not violate the Office of Foreign Assets Control (OFAC) enforced sanctions, and you will not act on behalf of, or transmit funds to or from, any party subject to such sanctions. A complete list of parties subject to the OFAC sanctions can be found at [www.treas.gov/offices/enforcement/ofac/](http://www.treas.gov/offices/enforcement/ofac/). ACH batches must be transmitted to VACU by 1:00 P.M. (2 business days prior to settlement date for payroll and 1 business day prior to settlement date for debits and CCD credits.)

If You receive ACH payments to Your account(s) we may give credit for automated clearing house (ACH) payments before we receive final settlement of the funds transfer. Any such credit is provisional until we receive final settlement of the payment. If we do not receive such final settlement, we are entitled to a refund from You for the amount credited to You in connection with that ACH entry. All ACH transactions are subject to ACH Rules which may be obtained by You at [www.epayresources.org](http://www.epayresources.org). In accordance with these rules, we provide notice of receipt of ACH items on the account statements. ACH debits may not be allowed from savings accounts.

**Authorized account access.** If we or any of our agents contact You regarding any transaction(s) and You verify the transaction(s) You agree we may rely on Your verification; and that any such transaction(s) shall be deemed authorized by You. You authorize us to honor any transactions initiated by other parties to whom You have given Your account number. You agree that You will notify us if such authority is revoked. You agree we will not be held liable for refusing to honor any item or instruction presented as Yours, if we reasonably doubt that You authorized the presentation of such item or instruction. You agree that we may charge fees to non-members for certain transactions, such as for issuing an official check in exchange for a personal check You have written to them. You agree that our use of ordinary care does not always include a sight examination of Your presented items or instructions, and that any other information presented on a draft or check can be disregarded by us except the signature of the drawer, amount of the item and any magnetic encoded information. If You instruct us to do anything that we believe will result in any type of loss to us, we can refuse to follow Your instructions or require You to indemnify us by posting a bond for our protection. We reserve the right to place an administrative hold on any funds in which there is a dispute or if we are uncertain about the disposition of funds.

## **Wire Transfers for Member Business Accounts.**

1. VACU is authorized to debit the account or accounts designated by You for payment of transfer requests. Your transfer requests may involve any one or more of the following:
  - a. the transfer of funds from any designated account with VACU to any of Your accounts with VACU or another financial institution, or
  - b. the transfer of funds from any designated account with VACU to a third party or account of a third party whether such third party accounts are maintained with VACU or any other financial institution. VACU reserves the right to refuse to make any wire transfer You may request when prohibited by law or regulation. Any person named on Your account is authorized to originate or confirm a wire transfer.
2. Transfer requests must be given to VACU in accordance with the cut-off hours established by VACU from time to time. The VACU is not responsible for the accuracy of a routing number supplied by You and contained in Your transfer request. Transfer requests received by VACU after cut-off hours established by VACU may be treated by VACU as received on the following business day.
3. The VACU is not obligated to accept or execute any transfer request. Notice of rejection may be given to You by telephone. If, for any reason, VACU is unable to reach You by telephone to notify You of the rejection, VACU may at its option give notice of rejection in writing or electronically.
4. You cannot cancel or amend a payment order after it has been received by VACU.
5. You shall pay VACU the amount of each transfer request transmitted by VACU pursuant to Your instructions (or those with Your apparent authority) when VACU executes a payment order to carry out Your transfer request. You agree that Your transfer requests will not exceed the available balance in Your account. However, if a payment order should be executed which creates an overdraft, with or without VACU's prior consent, You agree to pay VACU the overdraft amount and any overdraft fee promptly upon demand. The VACU may offset the amount of the overdraft against the balance of any of Your accounts with VACU and may exercise any rights that VACU may have under any agreements which grant VACU security for the payment of liabilities or obligations of You to VACU.
6. You understand and agree that the payment of a transfer request may be made by VACU or any other financial institution used to carry out the transfer request on the basis of an identifying number or account number provided by You for the beneficiary, even if the number identifies a person different from the named beneficiary. You also understand and agree that VACU or any other financial institution used to carry out the transfer request, might rely on the identifying number of the intermediary or beneficiary's financial institution provided by You as the proper identification of the intermediary or beneficiary's financial institution, even if the number identifies a financial institution different from the one named. The VACU and any other financial institution shall not be responsible for determining whether the beneficiary's name and account number refer to the same financial institution. You are still liable to VACU for the amount of the transfer request even if payment of the transfer request is made to a person different from the named beneficiary based on the beneficiary's identifying number or account number provided by You or if payment of the transfer request is made to a financial institution different from the one identified by name based on the identifying number provided by You.
7. After each transfer request, VACU may provide You with confirmation of the transfer request to the address contained in VACU's records. You agree to examine and immediately notify VACU within fourteen (14) days after the mailing date of any such confirmation or of the mailing date of Your periodic statement, whichever is sooner, of any discrepancy or error. If You notify VACU of any discrepancy or error by telephone, VACU may request that You confirm the error or discrepancy in writing within fourteen (14) days. If You fail to notify VACU of any discrepancy or error within the time period stated above or You fail to confirm any error or discrepancy upon request, You agree VACU is not liable to pay interest or reimburse You for any discrepancy or error with respect to a transfer request described in such confirmation.
8. The VACU and You agree that the following security procedures are a commercially reasonable method of providing security against unauthorized Payment Orders:
  - a. Only individuals named on the account or otherwise authorized by You shall be able to issue wire transfer requests to VACU; and
  - b. The VACU may confirm the identity of an individual requesting a wire transfer through the use of previously established security questions. If VACU attempts to verify authorization and for any reason is not satisfied that the transfer request was issued by a person named on the account, VACU may refuse to execute the transfer request. In so refusing, VACU shall not incur any liability whatsoever. You shall prevent any disclosure, except on a "need to know" basis, of any aspects of the security procedures agreed to with VACU. You shall notify VACU immediately if the confidentiality of these security procedures is compromised and shall act to prevent the security procedures from being further compromised.
9. The VACU and You agree that transfer requests received by VACU are effective as the transfer request of You, whether or not authorized, if VACU accepted the transfer request in compliance with the above security procedures.



10. The VACU shall have no liability for delays or mistakes, provided it acts in good faith and with reasonable care. It shall not be responsible for delays or mistakes caused by others through whom it transmits funds whether selected by You or VACU. The VACU will not be required to make the transfer on the day on which the request is received, unless received within a reasonable time before any cut-off hour established by VACU. The VACU generally will use the funds transfer system, but it may use any means and routes that VACU, in its sole discretion, may consider suitable for the transmission of funds.
11. You agree that VACU shall not be liable or responsible for any delay or failure to transfer any amount requested because of rules, regulations, or policies of the Federal Reserve Board which limit, in the aggregate, the amount VACU can transfer from time to time during any business day, provided, however, that VACU promptly notifies You of any such failure or delay and that VACU effectuates the transfer as soon as is reasonably possible thereafter.
12. IN NO EVENT SHALL THE VACU BE LIABLE FOR ANY SPECIAL, CONSEQUENTIAL, PUNITIVE, OR INDIRECT LOSS OR DAMAGE, INCLUDING ATTORNEY FEES, SUFFERED BY YOU IN CONNECTION WITH THIS AGREEMENT OR ANY TRANSACTION COVERED BY THIS AGREEMENT, REGARDLESS OF WHETHER THE VACU KNEW OR SHOULD HAVE KNOWN SUCH DAMAGES MIGHT BE INCURRED.
13. The VACU may terminate Your authority to initiate wire transfers at any time by giving written or oral notice to You. Unless terminated by VACU, this Provision, as amended, shall remain in effect until Your account is closed. Your authority under this Provision may not be assigned by You.
14. Your wire transfers are governed by the provisions of Federal law including Regulation J, 12 CFR Part 210, Subpart B and the appendices thereto, to the extent that the transfer request was carried out. Terms which are not defined in this Section shall have the same meanings as defined in Uniform Commercial Code Article 4A as adopted in the Commonwealth of Virginia. Your wire transfers are also subject to all applicable operating circulars of the Federal Reserve VACU in District 5, Richmond, in which VACU is located and any other applicable provision of federal or state law. To the extent that Regulation J does not apply, Your wire transfers are governed by the laws of the Commonwealth of Virginia
15. This Section and Your wire transfer authority may be amended by VACU from time to time, by sending a copy of any amendment to You at least thirty (30) days prior to the effective date of the change. No representation or statement not expressly contained in this Section or in any amendment shall be binding upon You or VACU.
16. If any term of this Section is held to be invalid, illegal or unenforceable, the other terms of this Section and Your wire transfer authority shall not be impaired or affected.

**Nontransferable accounts.** All VACU share accounts, including savings certificates, may not be pledged, transferred, or assigned by You to any party other than to us.

**Service charges.** You agree to pay any service charges which apply to Your account and fees for services as set forth in the Business Services Account and Fee Disclosure and any other applicable agreements or disclosures. You will be notified of any such changes to these fees and charges as required by law.

**Amendments.** Accounts are subject to rules and service charges promulgated in accordance with policies and fees adopted by us. These rules and service charges may be amended from time to time hereafter upon notice to You. Notice may consist of enclosing notice in the monthly or periodic statement for the subject account(s); or, by sending You notice by mail to the last known account(s) address we have recorded; or, posted electronically on our web-site. Notice from us to any one of You constitutes notice to all of You.

**Member consent related to loan information.** From time to time, You may apply for financial services with other lenders or financial services providers and You may seek to refinance a Virginia Credit Union loan and other obligations. You may also seek to sell, trade or exchange collateral pledged to secure any obligations with us. Virginia Credit Union may receive a request for information which we in good faith believe to be related to any of Your transactions described above. If we do receive such a request, You authorize and specifically grant us permission to provide orally, electronically or in writing "pay-off" and other information including amounts You owe on all obligations to Virginia Credit Union

**Claims.** You agree to cooperate with VACU in any investigation that results from a claim initiated by You, including claims reporting errors or fraudulent activity involving your accounts. You agree to allow VACU to release to law enforcement investigators or officers of the court any and all documents or information relating to such claims as may be necessary to prosecute the offender(s) and recover any losses. You agree to fully cooperate with any law enforcement investigation resulting from your report. You acknowledge Your understanding that perjury is a serious offense, punishable by law. You also agree to notify VACU immediately or within any other timeframes required by law when you become aware of any fraudulent loan or credit card.

**Governing laws and venue.** Except to the extent that Federal Law is applicable including but not limited to the rights of a "covered person" under the Military Lending Act, the validity, construction and enforcement of this Agreement and all matters arising out of the issuance and use of Services will be governed by the laws of the Commonwealth of Virginia without regard to conflict-of-law principles, or where you live or use services. In the event of any legal action taken by or against you, you agree to venue in the courts of the City of Richmond, Virginia and Chesterfield County, Virginia.

**FUNDS AVAILABILITY DISCLOSURE  
EFFECTIVE JULY 1, 2025**

Your ability to withdraw funds at Virginia Federal Credit Union (VACU).

This policy applies to deposits to Your checking account but does not apply to deposits made by remote deposit capture. Our practice is to make funds from Your deposits available to You no later than the first business day after we receive Your deposit. For deposits not made directly to a VACU teller, such as, but not limited to, any shared branch facility, funds from Your deposits will be available to you on the second business day after the day of Your deposit. Electronic deposits (other than those made by remote deposit capture) will be available on the business day we receive the deposit. Once they are available, You can withdraw the funds in cash, and we will use the funds to pay checks that You have written.

For determining the availability of Your deposits, every day is a business day except Saturdays, Sundays, and federal holidays. If you make a deposit on a business day that we are open, we will consider that day to be the day of your deposit. However, if You make a deposit on a day we are not open, we will consider that the deposit was made on the next business day we are open.

Please remember that even after we have made funds available to You and You have withdrawn the funds, You are still responsible for deposited checks that are returned to us unpaid and for any other problems involving Your deposit. If You have any questions, please contact us.

Longer delays may apply. In some cases, we may need to delay Your ability to withdraw deposits made by check. When we do delay the availability of Your funds, You may not withdraw— either in cash or by writing checks to others—more than the first \$275 of the deposit until the hold on Your deposit expires. Depending on the type of check that You deposit, funds may not be available until the ninth business day after the day of Your deposit.

Any time we must delay Your availability to withdraw funds, we will notify You at the time of Your deposit. We will also tell You the date when You can withdraw these funds. If Your deposit was not given in person to one of our tellers, or if we decide to delay availability of Your funds after You have left the premises, we will mail You a notice no later than the day after we receive Your deposit.

If You will need the funds from a deposit right away, You should ask us when the funds will be available

**In addition, funds You deposit by check may be delayed for a longer period under the following circumstances:**

- We believe the check You are depositing will not be paid.
- You deposit checks including cashier, teller, certified or official checks not drawn on VACU totaling more than \$6,725 on any one day.
- You redeposit a check that has been returned unpaid.
- You have overdrawn Your account six or more times in the last six months.
- There is an emergency, such as a failure of communications or computer 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. They will generally be available no later than the seventh business day after the day of Your deposit.

**Special rules for new accounts.** If Your account has been open 30 days or less, we may further limit Your ability to withdraw funds deposited by check, but only during the first 30 days.

Funds from electronic direct deposits to Your account will be available on the business day we receive the deposit. If You make a deposit in cash or by wire transfer, You may still withdraw funds on the first business day after the day we receive Your deposit. Funds from the first \$6,725 of a day's total deposits of U.S. Treasury checks, state and local government checks, cashier's checks, certified checks, teller's checks, or travelers checks will be available on the first business day after the day of Your deposit if the deposit meets certain conditions. One condition is the checks must be payable to You. The excess over \$6,725 will be available to You on the ninth business day after the day of Your deposit. If You do not make the deposit (consisting of checks other than a U.S. Treasury check) in person to one of our tellers, the first \$6,725 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 seventh business day after the day of Your deposit.

**ELECTRONIC BANKING AGREEMENT FOR MEMBER BUSINESS SERVICES**  
**EFFECTIVE JULY 1, 2025**

This section governs transactions initiated by you, your employees or any user authorized by you using a VACU Debit Business Card, or other VACU card products offered to business members from time to time by VACU ("Business Debit Card(s)"). Your use of the VACU Business Debit Card is subject to the fees and terms of your checking accounts as set forth elsewhere in this Agreement and in related brochures and fee schedules, which are available online and at any VACU branch in Virginia. Some ATM networks impose an additional transaction fee unrelated to our fees and charges and may be assessed to your account. Other electronic transactions against your account, whether or not initiated or authorized by you will be governed by the specific Agreement between us related to such transactions and/or all applicable rules and regulations governing such transactions, including without limitation, the rules of the National Automated Clearing House Association (NACHA) as may be amended from time to time. Under NACHA rules we cannot return an unauthorized electronic transaction (ACH debit) unless you notify us no later than 5:00 p.m. Eastern Time on the business day following the settlement date of the transaction. Otherwise, your sole recourse is to the originator of the transaction.

**Account Access.** Any VACU Business Debit Card or personal identification number (PIN) issued to or selected by you may access only related business checking accounts (for example, accounts with the same name or Employer Identification Number). Access methods will differ depending on the business debit card selected by you and approved by us. All VACU Business Debit Card services may not be available depending on the access method selected.

**Limits on Transfers.** The terms of your share (deposit) account may restrict the number of withdrawals you may make from your account each month. Limitations may be included in other disclosures and agreements you received at the time your account was opened or when additional products or services were accessed, which will also apply to your electronic withdrawals and electronics payments unless specified otherwise.

**Security.** For security reasons, there are limitations on the transactions that you may perform with any of your VACU Business Debit Card per day. There are limitations on the dollar amount of cash withdrawals at ATMs and or cash that you receive from merchants over the amount of your purchase. There are also limitations on the total dollar amount of purchases at merchants and or cash advances at Mastercard® member banks you may perform during each 24-hour period beginning at 9:00 p.m. Eastern Time. Our standard transaction limits are \$1,000 per day for cash withdrawals, \$3,000 per day for POS purchases through participating merchants, and \$20,000 per day for signature non-PIN purchases. We may change these maximum daily limitations based on periodic risk assessments, and we reserve the right to make such changes without notice to you. Transfer limits are also subject to temporary reductions to protect the security of member accounts or transfer systems.

**VACU Business Debit Card Transactions.** When we receive an electronic notice that a VACU Business Debit Card (non-PIN) transaction has been authorized against your account, we will place a hold on your account for that amount. Some merchants (e.g., hotels, restaurants, gas stations, car rental agencies) estimate the amount of the anticipated purchase for the purpose of determining an authorization amount. As a result, the amount held against your account may be less or greater than the final transaction amount presented. Your available account balance will be reduced by the amount held for all pending debit card (non-PIN) purchases from the time we receive the notice until the item is presented or three business days, whichever occurs first. If we release a hold due to the expiration of three business days, your account may still be debited if and when the transaction is presented to us for processing. During that time, sufficient funds may not be available to pay checks or other electronic transactions, and you may be subject to an overdraft or insufficient funds fee.

**Purchases at Merchants.** You may use any of Your VACU Business Debit Card to make purchases at Mastercard® merchants that accept debit or check cards. Purchases made with Your card will result in debits to Your "primary" checking account. This will reduce your available balance and will be processed like other items. These transactions will be itemized on your monthly statement, including the merchant name, the date of purchase and the amount of the purchase. You may use Your VACU Business Debit Card, to make purchases by entering Your PIN at participating merchants in many parts of the country where You see the Mastercard, Maestro® NYCE® or Cirrus® logos or other regional point-of-sale network marks. To determine if you can make a purchase with your card and PIN, check the back of the card for eligible networks.

**Other Electronic Transactions.** In addition to transactions initiated by using Your VACU Business Debit Card, there are **other electronic banking transactions that you may arrange through your account.**

These include:

- Telephone/personal computer activated transfers of funds from your accounts with us to other accounts with us or to third parties.
- Automatic transfer of funds between checking accounts.

- Automatic periodic payments to third parties or us from checking accounts (for example, monthly mortgage payments, installment loan payments, insurance payments, utility payments).
- Direct deposit to checking accounts (for example, payroll checks, social security payments).
- Electronic check conversions from your checking account using a blank, partial or fully completed personal check at merchant locations.

You can also use any of Your VACU Business Debit Card to obtain a cash advance from your checking account at any Mastercard member bank anywhere in the world.

**Recurring preauthorized transactions.** Recurring preauthorized transactions occur when you authorize a merchant to automatically initiate a transaction using your VACU Business Debit Card information on a recurring basis. If we issue a new credit card with a different number or expiration date to you, VACU may (but are not obligated to) provide your new card number and expiration date to a merchant with whom you have set up a recurring preauthorized transaction. This is done to ensure that your recurring preauthorized transactions continue without interruption. There will be situations where you will have to contact the merchant directly to update the card information.

**Fees.** We will charge you fees for electronic funds transfers in accordance with the information found in our Member Business Services Account and Fee Disclosure. The fees may be changed at any time, subject to our giving you any notice required by law.

**VACU Business Debit Card Surcharges.** When you use an ATM that is not identified as ours with the VACU name, you may be charged a fee by the ATM operator or any network used to complete the transfer (and you may be charged a fee for a balance inquiry).

**Using Your Card for International Transactions.** You may use your VACU Business Debit Card for retail purchases with foreign merchants and for cash withdrawals from foreign ATMs that bear the Mastercard, Maestro, NYCE, or Cirrus logo and these foreign transactions will be converted into U.S. dollars. Some merchant and ATM transactions, even if you and/or the merchant or ATM are located in the United States, are considered foreign transactions under the applicable network rules. VACU does not control how these merchants, ATMs and transactions are classified for this purpose. The exchange rate in effect when the transaction is processed may differ from the rate in effect on the date of the transaction or the date of the posting of the transaction to your Account. If you effect a transaction with your Mastercard in a currency other than U.S. dollars, Mastercard uses a government mandated rate if required to do so, or a wholesale market rate. VACU does not apply any additional conversion fee other than what the network imposes. If you need to contact us about your card while outside of the United States, call Mastercard Collect at 1-636-722-7111.

**Balance Requirements.** Transactions using Your VACU Business Debit Card(s) will be completed only if sufficient funds are available in the applicable account balance, overdraft protection or other linked credit facility to fully perform the transaction.

**Unauthorized Transactions, Lost or Stolen Cards And Security.** You are solely responsible for maintaining the security of your VACU Business Debit Card and PINs and their use by you and your employees and other agents. You shall be liable for the acts of your employees and agents related to your VACU Business Debit Card(s), including applications and other service requests. If you provide another person with the means to perform transactions related to your accounts using your VACU Business Debit Card or PIN, any resulting transactions will be treated as if they were performed and authorized by you. Mastercard offers Zero Liability for transactions with your VACU Business Debit Card, and this policy applies to use of your VACU Business Debit Card. However, this policy does not extend to transactions where a personal identification number (PIN) is used or any transaction which is not processed by the Mastercard network.

The Mastercard Zero Liability policy is subject to certain conditions. If we reasonably determine that the unauthorized transaction was caused by your gross negligence or fraud, the Mastercard Zero Liability policy will not apply. In any case, you must report an unauthorized transaction to us within a reasonable time, not to exceed 60 days, from the day we send or make your account statement available to you on which an unauthorized transaction is first reported. Failure to report an unauthorized transaction within such 60 days will conclusively mean the transaction is authorized. If you believe that an erroneous or unauthorized transaction has occurred using your VACU Business Debit Card (s), or if your VACU Business Debit Card has been lost or stolen, or if You want to cancel a VACU Business Debit Card issued to you or your employee/agent, or if you want to change your PIN, you must immediately telephone us at:

Virginia Federal Credit Union

P.O. Box 90010, Richmond, VA 23225-9010

Telephone Number (804) 323-6000 or toll-free (800) 285-5051

To report a lost or stolen Business Debit Card

Telephone: 866-820-8785



## Business Services Account & Fee Disclosure - Effective July 1, 2025

### IMPORTANT ACCOUNT INFORMATION:

For Money Market Checking Accounts, both the dividend rate and the annual percentage yield are determined at the discretion of our Board of Directors and are subject to change periodically.

All dividends are accrued daily and credited monthly. Accrued dividends will not be paid if an account is closed.

Please see Business Product Profile for account related maintenance fees.

### Fees:

Manual wire transfer:

|   |              |
|---|--------------|
| Domestic (outgoing) .....   | \$20         |
| International (outgoing) .....  | \$50         |
| Each network* ATM withdrawal over 4 per month from a checking account .....   | \$2          |
| Each network* ATM balance inquiry (includes merchant inquiry) .....   | \$1          |
| NSF fee, per presentment, (return check or other electronic debit due to non-sufficient funds if account is overdrawn by more than \$5) .....     | \$30         |
| Overdraft fee (overdraft created by check, withdrawal or other electronic means if account is overdrawn by more than \$5) .....                   | \$30         |
| Continuous overdraft fee if account remains overdrawn by any amount for 5 or more consecutive days (daily fee, charged a maximum of 6 days) ..... | \$5          |
| Overdraft transfer fee (maximum 1 fee per day, even if multiple overdraft sources are accessed) .....   | \$5          |
| Foreign collection items .....  | Actual cost  |
| Returned check (cashed or deposited):   |              |
| Immediately collectible from account .....  | \$10         |
| Requires collection effort .....  | \$30         |
| Returned check/debit (received as payment for any loan, line of credit or credit card account) .....  | \$30         |
| Stop payment on check, EFT debit or automatic draft .....   | \$35         |
| Manual copy of or inquiry about any type of check .....   | \$5          |
| Counter checks (quantities of four) .....   | \$5          |
| Check printing charge .....   | Price varies |
| Monthly fee for paper account statement or copy of statement .....  | \$2          |
| Interim transaction history .....   | \$2          |
| Account research/balancing account statement (per hour) .....   | \$20         |
| Official check from any business checking account .....   | \$5          |
| Money order .....   | \$4          |
| Returned Mail .....   | \$10         |
| Checking reinstatement fee (reinstatement of account privileges) .....  | \$50         |
| Levy, lien & garnishment processing fee .....   | \$100        |
| VACU Business Debit Card replacement .....  | \$5          |

\*Network ATMs are non-VACU owned ATMs. The ATM owner may also charge a fee (surcharge).

### Business Bill Pay

|  |         |
|--|---------|
| Monthly service fee .....                  | \$5     |
| Second business day electronic items ..... | \$6.95  |
| Next business day check items .....        | \$34.95 |
| Second business day check items .....      | \$29.95 |

### ACH Origination:

*Reference the Business Online Banking Package pricing and disclosure for ACH package fees*

|                                  |        |
|----------------------------------|--------|
| ACH originated return item ..... | \$7.50 |
| ACH notification of change ..... | \$30   |
| ACH returns report .....         | \$5    |
| ACH batch suspension fee .....   | \$40   |

# Business Checking Accounts

## Product Profile

Information current as of 9/1/2025

|  | <b>Business Essential<br/>Checking</b>                              | <b>Premium Business<br/>Checking</b>                                | <b>Commercial<br/>Checking</b>                   | <b>Community<br/>Checking</b>                             |
|--|---|---|--|---|
| <b>Minimum Balance</b><br>(to avoid monthly fee)                               | \$500<br>Monthly Average  | \$10,000<br>Monthly Average   | \$100,000<br>Monthly Average                     | \$500<br>Monthly Average                                  |
| <b>Monthly<br/>Maintenance Fees</b><br>(when below minimum<br>average balance) | \$15  | \$20  | \$25   | \$5   |
| <b>Cash Deposits</b>   | \$2,500<br>\$0.25 for each<br>additional \$100<br>cash-in processed | \$5,000<br>\$0.25 for each<br>additional \$100<br>cash-in processed | Unlimited  | Unlimited   |
| <b>Process Items</b>   | 75<br>\$0.25 for each item over 75                                  | 250<br>\$0.25 for each item over 250                                | Unlimited  | Unlimited   |
| <b>Minimum Opening<br/>Deposit</b>   | \$100   | \$100   | \$100  | \$100   |
| <b>Perfect For:</b>  | Basic business<br>checking needs                                    | Small to midsized<br>businesses                                     | High-volume or<br>commercial-sized<br>businesses | Must be a 501c or<br>have tax exempt<br>status to qualify |

# Business Money Market Checking Accounts

## Product Profile

Information current as of 9/1/2025

|   | Business Money Market   | Commercial Money Market   |
|---|---|---|
| <b>Minimum Balance</b><br>(to avoid monthly fee)                        | \$1,500<br>Monthly Average  | \$25,000<br>Monthly Average   |
| <b>Monthly Maintenance Fees</b><br>(when below minimum average balance) | \$10  | \$15  |
| <b>Withdrawals per Statement</b>  | 6<br>\$10 fee for each transfer or withdrawal over 6 during statement cycle | 6<br>\$10 fee for each transfer or withdrawal over 6 during statement cycle                   |
| <b>Balance Tiers for Dividend Rate</b>                                  | \$100-\$1,499<br>\$1,500-\$9,999<br>\$10,000+                               | \$100-\$24,999<br>\$25,000-\$49,999<br>\$50,000-\$99,999<br>\$100,000-\$249,999<br>\$250,000+ |
| <b>Minimum Opening Deposit</b>  | \$100   | \$100   |
| <b>Perfect For:</b>   | Getting started   | Taking your investment to the next level  |

# Business Online Banking Package Disclosure

## Product Profile and Fee Disclosure

Information current as of 3/18/2024

|   | Basic  | Plus  | Pro  |
|---|--|---|--|
| <b>Monthly Fee</b>                                  | \$0  | \$20  | \$50   |
| <b>Entities (TIN)</b>                               | 2  | 5<br>\$5 per entity after 5   | Unlimited  |
| <b>Checking Accounts</b>                            | 5<br>\$3 per checking account after 5                      | Unlimited   | Unlimited  |
| <b>Users</b>  | 2  | 10  | Unlimited  |
| <b>User Management</b>                              | \$5 per user after the first 2<br>Standard User Management | \$5 per user after the first 10<br>Standard User Management                   | Unlimited users with<br>Enhanced User Management           |
| <b>Account Transfers</b>                            | Single transfers   | Multi-capable   | Multi-capable  |
| <b>Mobile Deposits</b>                              | Limit \$   | Limit \$\$  | Limit \$\$\$   |
| <b>Check Images</b>                                 | Unlimited  | Unlimited   | Unlimited  |
| <b>eStatements</b>                                  | Unlimited  | Unlimited   | Unlimited  |
| <b>Enhanced Reporting</b>                           | N/A  | N/A   | Capable  |
| <b>Enhanced Payment Features</b>                    | N/A  | N/A   | Capable  |
| <b>Optional Online Services—enrollment required</b> |  |   |  |
| <b>Remote Deposit Now SSO</b>                       | N/A  | Capable   | Capable  |
| <b>Business Bill Pay*</b>                           | \$5 Monthly flat fee                                       | \$5 Monthly flat fee  | \$5 Monthly flat fee                                       |
| <b>ACH Origination</b>                              | N/A  | Single Pay ACH: \$3 each, or  |  |
|   |  | <b>ACH Plus Package</b><br>\$15/month includes 25 items,<br>\$1 each after 25 | <b>ACH Pro Package</b><br>\$25/month +<br>\$0.20 each item |
|   |  | Tax Payments: \$3 each  |  |
| <b>Domestic Wires</b>                               | N/A  | \$15 each   | \$12 each  |
| <b>International USD Wires</b>                      | N/A  | N/A   | \$30 each  |
| <b>Quickbooks Direct Connect</b>                    | \$15 Monthly flat fee                                      | \$15 Monthly flat fee   | \$15 Monthly flat fee                                      |

\* Additional ancillary fees may apply. See the Business Services Account & Fee Disclosure for ACH fees.

\* Business Bill Pay special request fees will be displayed online prior to action taken. VACU may conduct a business review and establish required criteria for certain requests that are considered higher risk services such as Business Bill Pay. See the Business Services Online Banking Agreement and Electronic Transfer Disclosure for full details.

Some account features and benefits may be subject to separate application, agreement, fees and approval. Terms, conditions and limitations may apply. Account features and benefits are subject to change with or without notice.

Federally insured by NCUA