#### **Consumer Deposit Account Agreement**

**Definitions.** Throughout this Agreement, these terms have the following meaning:

- "You" and "your" refer to the depositor (whether joint or individual).
- "We", "us" and "our" refer to the financial institution.
- The acronym "NOW" means Negotiable Order of Withdrawal.
- "Item or "items" as defined by Article 4 of the Uniform Commercial Code (UCC), means an instrument or a promise or order to pay money handled by a financial institution for collection or payment. The term includes a check but does not include a payment order governed by Article 4A of the UCC or a credit or debit card slip.
- "Debit transactions," "debit" or "debits" refers to funds that are taken
  out of your account. Common types of debits may include: checks or
  drafts that you have written, ACH payments, wire transfers, PIN-based
  debit card transactions, and signature-based debit card transactions.
- "Credit transactions," "credit" or "credits" refer to deposits of funds into
  your account. Common types of credits include: cash deposits, direct
  deposits, check deposits, and ACH and wire transfers made payable to
  you. Credits are generally added to your account and are made available
  to you in accordance with our funds availability schedule.
- "Banking Day" means any day the Bank is open, and the Federal Reserve is processing banking transactions.
- "Business Day" means Mondays through Fridays, excluding Federal Holidays.
- "Day" means all calendar days, including weekends and Federal Holidays.

General Agreement. You understand the following Account Agreement ("Agreement") governs your account with us. Your account is also governed by other applicable documents, such as the Truth in Savings Account Disclosure and Privacy Policy, and where applicable the Funds Availability Policy and Electronic Fund Transfer Agreement ("Disclosures"), which are incorporated by reference. You understand that your account is also governed by applicable law.

General Rules. The following rules apply to all types of accounts:

- 1. Deposits. Deposits may be made in person, by mail, or in another form and manner as agreed by us in our sole discretion. We are not responsible for transactions initiated by mail until we actually receive and record them. We may refuse to accept particular checks or similar instruments as a deposit to your account at our discretion. Any cash deposit will be credited to your account in accordance with this Agreement. Any other item that you deposit will be handled by us in accordance with our usual collection practices. If any item you deposit is returned unpaid, we will debit your account and adjust any interest earned. You will, in any event, be liable to us for the amount of any check you deposit to your account that is returned unpaid, plus our costs and expenses associated with the collection of all or part of such amount from you, including reasonable attorney fees. You understand you may not be able to withdraw funds until we have received final settlement for any item deposited. Any deposit made on Saturdays, Sundays, Holidays, or after our cut-off hour on business days, will be credited to your account at the beginning of the next business day. Deposits to checking and NOW accounts shall be handled in accordance with our current Funds Availability Policy which will control the banking day deposits are deemed received by us and when they will be available for withdrawal. Deposits may be subject to a fee.
- 2. Collection of Deposited Items. In receiving items for deposit or collection, we act only as your agent and assume no responsibility beyond the exercise of ordinary care. All items are credited subject to final settlement in cash or credits. We shall have the right to forward items to correspondents including all Federal Reserve Banks, and we shall not be liable for default or neglect of said correspondents for loss in transit, nor shall any correspondent be liable except for its own negligence. You specifically authorize us or our correspondents to utilize Federal Reserve Banks to handle such items in accordance with provisions of Regulation J (12 CFR Part 210), as revised or amended from time to time by the Federal Reserve Board. In the event we are subject to local clearinghouse rules, you specifically authorize us to handle such items in accordance with the rules and regulations of the clearinghouse.

If we permit you to withdraw funds from your account before final settlement has been made for any deposited item, and final settlement is not made, we have the right to charge your account or obtain a refund from you. In addition, we may charge back any deposited item at any time before final settlement for whatever reason. We shall not be liable for any damages resulting from the exercise of these rights. Except as may be attributable to our lack of good faith or failure to exercise ordinary care, we will not be liable for dishonor resulting from any reversal of credit, return of deposited items or for any damages resulting from any of those actions.

3. Set Offs and Security Interest. If you ever owe us money as a borrower, guarantor, or otherwise, and it becomes due, we have the right under the law (called "set-off") and under this Agreement (by which you grant us security interest in your 10/2021

deposit account and any other accounts held by you) to use your account funds to pay the debt, where permitted by law. We may set-off funds in your account and any other accounts held by you, jointly or individually, to pay any debt you may owe us; this includes an item(s) that we have cashed for you that are returned to us unpaid. If the account is a joint account, we may offset funds for the debt of anyone of the owners. Similarly, we may also set-off funds from the individual accounts of any one of the joint owners to satisfy obligations or debts in the joint account. The security interest granted by this Agreement is consensual and is in addition to our right to set-off.

- 4. Claims. In response to any garnishment, attachment, restraining order, injunction, levy, citation to discover assets judgment, reclamation, other order of court or other legal process ("Claim(s)"), we have the right to place a hold on, remove from your account(s) and/or remit to the designated third-party(ies) any amount on deposit in your account as set forth in and required by such Claim(s). If the account(s) is/are held jointly, we may place the hold, remove from the account(s) and/or remit the amounts from the account(s) arising from any Claim(s) relating to anyone or more of the account holders. In addition, we may charge against your account(s) any fee authorized by law in connection with the Claim(s) or as otherwise set forth in the Miscellaneous Fee Schedule.
- **5. Expenses.** You agree to be liable to us for any loss, costs or expenses that we incur as a result of any dispute involving your account, including reasonable attorneys' fees to the extent permitted by law, and you authorize us to deduct such loss, costs or expenses from your account without prior notice to you.
- **6. Dormant Accounts**. You understand that if your account is dormant, you may be charged a fee specified in the Miscellaneous Fee Schedule and we may stop paying interest to the extent permitted by law. You agree that we are relieved of all responsibility if your account balance is escheated in accordance with state law.
- 7. Joint, Trust, Fiduciary, and Custodial Accounts. You acknowledge that if your account is set up as a joint, trust, fiduciary, or custodial account, it is your sole responsibility to determine the legal effects of opening and maintaining an account of this nature.
- 8. Joint Account. If this is a joint account, all deposits are the property of the person(s) indicated on the account and we may release all or any part of the amount in the account to honor checks, withdrawals, orders, or other items or withdrawals or requests from any person named on this account. Any person named on the account is liable for the amount of any overdraft and overdraft fee regardless of whether he or she signed the item or benefitted from the proceeds of the item. Upon receiving written notice from any person named on the account, we may freeze the account. The account may be frozen until we receive written notice, signed by all parties named in the account, as to the disposition of funds. We may use the funds to satisfy a debt or judgment of any person named on this account if ordered to do so by a court of law.
- 9. Joint Account with/without Right of Survivorship. If this account is noted as a joint account with right of survivorship, on the death of one party to a joint account, all sums in the account on the death vest in and belong to the surviving party(ies) as his or her separate property and estate. However, if this account is between spouses, the funds in the account may be subject to applicable community property laws. In the event this account is designated as a joint account without right of survivorship and we receive written notice of death of any person named on the account, we may freeze the account until we have received satisfactory evidence as to the disposition of the account.
- 10. In Trust For or Pay on Death Account. If the account is designated as an In Trust For or Pay on Death account, then it is an account payable on request to you during your lifetime and after your death to one or more surviving designated beneficiaries, without being subject to your will. The beneficiary(ies) has no ownership rights in the account during your lifetime. All funds in this type of account constitute a voluntary trust revocable in whole or in part at any time by you. After your death, funds remaining in the account shall belong to the beneficiary absolutely, but subject to our general right of offset for any indebtedness owed by you or any beneficiary. If there is more than one surviving beneficiary, each surviving beneficiary will own an equal share of the funds remaining in the account without right of survivorship as between the beneficiaries.

An In Trust For or Pay on Death account may be combined with certain other types of accounts, in which event such other accounts' descriptions shall also apply. Where there are two or more depositors, this account will be combined with a joint account either with or without right of survivorship. If "with right of survivorship," remaining account funds are payable to the designated beneficiary(ies) only after the death of all depositors. If "without right of survivorship," remaining account funds belonging to any depositor are payable to that depositor's designated beneficiary(ies) after that depositor's death. The term "trust account" does not include deposits by trustees or other fiduciaries where the

trust or fiduciary relationship is established other than by your deposit agreement. We shall be fully protected in making payment to the credit of the account in accordance with state law.

- 11. Custodial Account. A custodial account is subject to applicable law as adopted by the state in which the account is opened. The documents that authorize the custodianship may be required for the account. An account opened under the Uniform Transfers/Gifts to Minors Act must be opened in the name of a custodian "as custodian for (name of minor) under the Uniform Transfer to Minors Act". There may be only one custodian and one minor as beneficiary for each minor account.
- 12. Agency Account/Power of Attorney. If you wish to name an agent to act as your attorney-in-fact or agent in connection with your account, we may use the form of appointment found on the signature card or some other appropriate form. If the account is designated as an agency account, you have named an agent who will have the authority to make withdrawals from the account, endorse checks made payable to you for deposit into the account, and deposit cash or negotiable instruments into the account. An agency account may be combined with certain other types of accounts, in which event such other accounts' descriptions shall also apply. The agent has no ownership right or interest in this account. Upon your death, the agency shall terminate and any funds remaining on deposit belonging to you shall become the property of your estate or such other persons who may be entitled, depending upon the type of account. If you have designated that the agent shall continue to have power after your disability/incompetency, the agent's authority survives your disability/incompetency. The agent may act for a disabled/incompetent party until the authority of the agent is terminated. If you have noted that the agent shall not have power after your disability/incompetency, the agent's authority extinguishes upon your disability/incompetency. We are not liable for any payment or withdrawal made to or by an agent for a deceased or incompetent depositor unless we had actual knowledge of the incompetency or death at the time payment was made.
- 13. Corporate, Partnership and Other Organizational Account. You agree to supply us with a separate authorization informing us of the authorized signer(s) and to provide any other related documents, if requested to do so.
- 14. Fees, Service Charges and Balance Requirements. You agree to pay us and are responsible for any fees, charges or balance/deposit requirements as provided in the Miscellaneous Fee Schedule or Account Disclosure provided to you at the time you opened the account. Fees, charges and balance" requirements may change from time to time. We also reserve the right to impose a service charge for cashing checks and other items drawn on your account, if the person cashing the check or item is not a customer of this financial institution.
- 15. Non-Sufficient Funds and Overdrafts. If your account lacks sufficient collected funds to pay a check, preauthorized transfer or other debit activity, presented for payment we may return such item for non-sufficient funds and will charge you a fee for each occurrence as provided in the Miscellaneous Fee Schedule. Please reference the *Peoples Bank Overdraft Management Service* document and *Opt-In Disclosure* for additional information on how overdraft and non-sufficient funds fees are assessed at Peoples Bank, and ways to avoid them. These disclosures contain important information even if you opted out of certain overdraft protections.
- 16. Processing Order. Processing order can impact the fees you pay. All credit transactions will be processed before debits. Debits will be processed in ascending amount order by category and each category will process in the following order: 1) In Branch Transactions/Checks Negotiated in a Peoples Bank Branch/ATM Transactions/Transfers/Outgoing Wires/Person to Person Transactions/Overdraft or Non-Sufficient Funds Fees From Previous Business Day's Transactions/Deposit Return Items, 2) Preauthorized Transactions/ACH/Debit Card Transactions/Bill Payments, 3) Checks Processed at Other Financial Institutions, and 4) Other Peoples Bank Fees or Service Charges.

The Bank uses *ledger balance minus holds* to determine whether funds are available in an account, and an overdraft or non-sufficient funds fee may be assessed if funds are unavailable. The ledger balance is the balance in your account after all previous business day's activity has been posted. Holds are defined as any debit card holds, check holds or operational holds and will be subtracted from the ledger balance before items are posted according to the processing order above.

Please reference the *Peoples Bank Overdraft Management Service* document and *Opt-In Disclosure* for additional information on how overdraft and nonsufficient funds fees are assessed at Peoples Bank, and ways to avoid them. These disclosures contain important information even if you opted out of certain overdraft protections.

17. Amendments and Alterations. You agree that the terms and conditions governing your account may be amended by us from time to time. We will notify you of amendments as required by applicable law. Your continued use of the

account evidences your agreement to any amendments. Notices will be sent to the most recent address shown on the account records. Only one notice will be given in the case of joint account holders.

- 18. Notices. You are responsible for notifying us of any address or name changes, the death of an account holder or other information affecting your account. Notices must be in a form and manner acceptable to us with enough information to allow us to identify the account. Notice sent by you to us is not effective until we have received it and have a reasonable opportunity to act on it. Written notice sent by us to you is effective when mailed to the last address supplied.
- 19. Closing Account. We may close the account at any time, with or without cause, by sending you notice, if advance notice is required by law, and a check for the balance in our possession to which you are entitled. At our discretion, we have the authority to pay an otherwise properly payable check, which is presented after the closing of your account.
- **20.** Transfers and Assignments. You cannot assign or transfer any interest in your account unless we agree in writing.
- 21. Effective Applicable Laws and Regulations. You understand that this Agreement is governed by the laws of the state where this account is opened except to the extent that federal law is controlling. Changes in these laws and regulations may modify the terms and conditions of your account(s). We do not have to notify you of these changes, unless required to do so by law.
- 22. ACH and Wire Transfers. This Agreement is subject to Article 4A of the Uniform Commercial Code Funds Transfers as adopted by the state in which the account is opened. If you send or receive a wire transfer, you agree that Fedwire® Funds Service may be used. Federal Reserve Board Regulation J is the law that covers transactions made over Fedwire® Funds Service. When you originate a funds transfer for which Fedwire® Funds Service is used, and you identify by name and number a beneficiary financial institution, an intermediary financial institution or a beneficiary, we and every receiving or beneficiary institution may rely on the identifying number to make payment. We may rely on the number even if it identifies a financial institution, person or account other than the one named. If you are a party to an Automated Clearing House ("ACH") entry, you agree to be bound by the rules and regulations of the National Automated Clearing House Association ("Nacha") Operating Rules, the Rules of any local ACH, and the Rules of any other system through which the entry is made.

**Provisional Payment**. Credit we give you with respect to an ACH credit entry is provisional until we receive final settlement for that entry through a Federal Reserve Bank. If we do not receive final settlement, you agree that we are entitled to a refund of the amount credited to you in connection with the entry, and the party making payment to you via such entry (i.e., the originator of the entry) shall not be deemed to have paid you in the amount of such entry.

International ACH Transactions. If your transaction originates from a financial agency that is outside of the territorial jurisdiction of the United States, it may be subject to additional review for compliance with the rules of the Office of Foreign Assets Control (OFAC). If additional review is required, the International ACH transaction will not be available to you until it passes final verification.

**Notice of Receipt.** Under the operating rules of Nacha, which are applicable to ACH transactions involving your account, we are not required to give next day notice to you of receipt of an ACH item and we will not do so. However, we will continue to notify you of the receipt of payments in the periodic statements we provide to you.

Choice of Law. We may accept on your behalf payments to your account which have been transmitted through one or more ACH transactions that are not subject to the Electronic Fund Transfer Act and your rights and obligations with respect to such payments shall be construed in accordance with and governed by the laws of the state where this account is opened as provided by the operating rules of Nacha, which are applicable to ACH transactions involving your account.

23. Payment of Interest. If your account is an interest-bearing account, interest will be calculated and paid in accordance with the Account Disclosure described in paragraph 33 and provided to you at the time you opened the account.

# 24. Stop Payments.

Stop Payments on Checks. If you request us to stop payment on a check you have written, you will give written or other confirmation as allowed by us within 14 days of making the request. If you fail to confirm an oral stop payment request within the 14 days, unless our policy provides otherwise, we reserve the right to cancel the request. Your stop payment request must describe the check or account with reasonable certainty and we must receive the request in a time and way that

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gives us a reasonable opportunity to act on it. A stop payment on a check you have written will remain in effect until the earlier of 1) six months or other time period not less than six months as specified in the Stop Payment Order, or 2) until we receive written revocation of the stop payment. If the check on which a Stop Payment Order has been placed has not yet cleared or been returned to you by the payee, you may renew the Stop Payment Order for an additional six months by providing written or other confirmation as allowed by us within the time period the Stop Payment Order is in effect. You may be charged a fee every time you request a stop payment, even if it is a continuation of a previous stop payment request. You understand that we may accept the stop payment request from any of the joint owners of the account regardless of who signed the check or authorized the transfer. Our acceptance of a stop payment request does not constitute a representation by us that the item has not already been paid or that we have had a reasonable opportunity to act on the request. We may accept a stop payment request on lost or stolen checks, whether a single check or series, unless our policy requires we open a new account for you to ensure your security. Written communication includes communication by electronic record.

Stop Payments on ACH Debits. A Stop Payment Order may be placed on either a one-time debit transfer or on a multiple debit entry transfer. If you request a Stop Payment Order on an Electronic Check Conversion or other one-time debit transfer, or on a multiple or future debit entry transfer, we must receive the request, orally or in a record or writing, in a period of time that provides us a reasonable opportunity to act on it prior to acting on the debit entry, otherwise the Stop Payment Order shall be of no effect. Requests to stop all future payments on an ACH debit transfer may require additional documentation to be supplied to us. Oral stop payment orders are binding on us for 14 days only, unless our policy provides otherwise, and must be confirmed by you in a record or writing within that period. A Stop Payment Order on an ACH debit will remain in effect until the earlier of 1) your withdrawal of the Stop Payment Order, or 2) the return of the debit entry, or, where a Stop Payment Order is applied to more than one debit entry under a specific authorization involving a specific payee (Originator), the return of all such debits. When a stop is placed on a multiple or future debit entry transfer, we may require your confirmation in a record or writing statement that you have canceled your authorization for the transfer with the payee (a Stop Payment Order does not revoke authorization). Written communication includes communication by electronic record.

The Stop Payment Order shall be governed by the provisions of Article 4A of the Uniform Commercial Code as adopted by the state in which the account is opened, the Electronic Fund Transfer Act (Regulation E), Nacha Operating Rules, and any applicable state law. You may be charged a fee every time you request a Stop Payment Order and for each Stop Payment Order renewal you make. You understand that we may accept the stop payment request from any of the joint owners of the account regardless of who signed the check or authorized the transfer. A release of the Stop Payment Order may be made only by an authorized signer on the account.

**25.** Checks. All negotiable paper ("checks") presented for deposit must be in a format that can be processed and/or photographed. We may refuse to accept any check that does not meet this requirement. All endorsements placed on the reverse side on any check which you deposit to your account, must be placed so that they are on the left side of the check when looking at it from the front and must be placed so they do not go beyond an area located 1 1/2 inches from the left edge of the check when looking at it from the front. We may refuse to accept any check that does not meet this requirement, and, if we do accept it, you will be completely responsible for any loss incurred by us which is premised on an endorsement not meeting this requirement, including reasonable attorney fees.

You will have the responsibility to make sure at the time you issue any check that the format is such that there will be no writing whatsoever on the reverse side of the check placed beyond an area located 1 1/2 inches from the left edge of the check when looking at it from the front. You will be completely responsible for any loss incurred by us which is premised on your violation of this requirement, including reasonable attorney fees.

- 26. Electronic Checks and Electronically Created Items. Pursuant to Regulation CC, electronic checks may be treated the same as paper checks for check collection and processing purposes. See the Substitute Checks section for more information. Electronically created items ("ECI") are check-like items created in electronic form that never existed in paper form. For example, you set up automatic bill payments with us to pay your utility bill. From your account information, we create an ECI that is sent to your utility company for payment. An ECI cannot be used to create a substitute check since it never existed in paper form.
- 27. Substitute Checks. To make check processing faster, federal law permits financial institutions to replace original checks with "substitute checks." These checks are similar in size to original checks with a slightly reduced image of the front and back of the original check. The front of a substitute check states: "This is a legal copy of your check. You can use it the same way you would use the original check." You may use a substitute check as proof of payment just like the original check. Some or all of the checks that you receive back from us may be substitute

check(s). An electronic check can be used to create a substitute check since the electronic image and electronic information was derived from its paper form.

- 28. Preauthorized Checks or Drafts. You should guard information about your account (such as your routing number and your account number) as carefully as you would guard blank checks. If you voluntarily give such information about your account to a party which is seeking to sell you goods or services, without physically delivering a check to it, any debit to or withdrawal from your account it initiates will be deemed authorized by you.
- 29. Stale or Postdated Checks. We reserve the right to pay or dishonor a check more than 6 months old without prior notice to you. If you can write checks on your account, you agree not to postdate any check drawn on the account. If you do and the check is presented for payment before the date of the check, we may pay it or return it unpaid. We are not liable for paying any stale or postdated check. Any damages you incur that we may be liable for are limited to actual damages not to exceed the amount of the check.
- **30.** Verifying Funds Availability for Check. You authorize us to release funds availability information about your account to individuals or merchants who represent to us that they have received a check or other item from you.
- 31. Check Safekeeping. If you can write checks on your account and utilize a check safekeeping or any other system offered by us for the retention of your checks, you understand that the canceled checks will be retained by us and destroyed after a reasonable time period or as required by law. Any request for a copy of any check is subject to a fee. If for any reason we cannot provide you with a copy of a check, our liability will be limited to the lesser of the face amount of the check or the actual damages sustained by you.
- 32. Statements. If your account is a Checking, NOW, Money Market, or Statement Savings account, we will provide you with a periodic statement showing the account activity. The last address you supply us in writing will be deemed the proper address for mailing this statement to you. The account holder who receives this statement is the agent for his/her co-account holder(s) for purposes of receiving the statement and items. You must notify us within 30 days after we mail or otherwise make the statement available to you of any discrepancies. If you fail to notify us, you will have no claim against us. Additionally, you agree that we will not be liable for any forged or unauthorized signature or any alteration on the face or back of the item as well as any unauthorized indorsement, reported to us after 60 days after we mail or otherwise make the statement or items available to you, even if we failed to exercise ordinary care. However, if the discrepancy is the result of an electronic fund transfer, the provisions of our Electronic Fund Transfer Agreement will control its resolution. If you do not receive a statement from us because you have failed to claim it or have supplied us with an incorrect address, we may stop sending your statements until you specifically make written request that we resume sending your statements and you supply us with a proper address.
- 33. Account Disclosure. If your account is considered a consumer account, at the time you opened your account, you received an Account Disclosure which provided a schedule of all fees and charges applicable to the account, the interest rate and applicable Annual Percentage Yield, minimum balance requirements, compounding and crediting of interest and other pertinent information related to the account. This information found in the disclosure may change from time to time. If the fees, charges, minimum balance requirements or other items change in a manner that would adversely affect you, we will provide you with written notice 30 days prior to the change.
- **34. Signatures.** Your signature on the Signature Card/Account Information form is your authorized signature. You authorize us, at any time, to charge you for all checks, drafts, orders or other items for the payment of money, that are drawn on us regardless of by whom or by what means (including facsimile signature(s)) may have been affixed so long as they resemble the facsimile signature specimen in our files. For withdrawal and for other purposes relating to any account you have with us, we are authorized to recognize your signature; and we will not be liable to you for refusing to honor signed instruments or instructions if we believe in good faith that one or more of the signatures appearing on the instrument or instruction is not genuine.

If your items are signed using any facsimile signature or non-manual form of signature, you acknowledge that it is solely for your benefit and convenience. You agree that no facsimile signature you have authorized us to honor may be considered a forgery or an unauthorized signature, and that every authorized facsimile signature shall be effective as the signatory's own original, manual signature. You accept sole responsibility for maintaining security over any device affixing the signature as such signature will be effective regardless of whether the person affixing it was authorized to do so. Your authorization notwithstanding, we are not obligated to accept or pay any items bearing facsimile signatures.

Further, most checks, drafts, orders or other items are processed automatically, i.e., without individual review of each item. Therefore, unless we agree in a separate writing, in our sole discretion, upon your request and due to unique circumstances

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to conduct individual review of checks, drafts, orders, or other items for more than one signer, you agree that we are acting within common and reasonable banking practices by automatically processing these items. You agree to indemnify, defend, and hold us harmless from and against all loss, costs, damage, liability, and other injury (including reasonable attorney fees) that you or we may suffer or incur as a result of this practice.

- **35. Restrictive Legends**. We are not required to honor any restrictive legend on checks you write unless we have agreed to the restriction in a writing signed by an officer of the financial institution. Examples of restrictive legends are "must be presented within 90 days" or "not valid for more than \$1,000.00." We will not review checks for "two signatures required". Checks will be honored based on a single authorized signature.
- **36.** Our Waiver of Rights. You understand and agree that no delay or failure on our part to exercise any right, remedy, power or privilege available to us under this Agreement shall affect or preclude our future exercise of that right, remedy, power or privilege.
- **37. Your Waiver of Notice.** By signing the signature care/Account Information form, you waive any notice of non-payment, dishonor or protest regarding any items credited to or charged against your deposit account to the extent permitted by law. For example, if a check that you deposited is dishonored and returned to us, we are not required to notify you of the dishonor.

## CHECKING AND NOW ACCOUNTS

In addition to the General Rules, your Checking Account and Negotiable Order of Withdrawal (NOW) Account will be subject to the following rules:

- 1. Withdrawals. Deposits will be available for withdrawal consistent with the terms of our Disclosures. Withdrawals may be subject to a fee.
- **2. Withdrawal Notice Requirements.** If your account is a NOW or a non-demand deposit checking account, we have the right to require seven (7) days prior written notice from you of your intent to withdraw any funds from your account.

#### MONEY MARKET ACCOUNTS

In addition to the General Rules, your Money Market Account will be subject to the following rules:

- 1. Withdrawals. We have the right to require seven (7) days prior written notice from you of your intent to withdraw any funds from your account. Withdrawals may be subject to a fee.
- 2. Transaction Limitations. Our policy allows us to restrict the number of transfers or withdrawals you can make on a Money Market Account and Savings Account, or we may allow you to make an unlimited number of transfers or withdrawals from these accounts.

# SAVINGS ACCOUNTS

In addition to the General Rules, your Savings Account will be subject to the following rules:

- 1. Withdrawals. We have the right to require seven (7) days prior written notice from you of your intent to withdraw any funds from your account. Withdrawals may be subject to a fee.
- **2. Passbooks**. If your account is a passbook account and you wish to make a withdrawal without your passbook, we can refuse to allow the withdrawal. If your passbook is lost or stolen, you will immediately notify us in writing.
- 3. Transaction Limitations. Our policy allows us to restrict the number of transfers or withdrawals you can make on a Money Market Account and Savings Account, or we may allow you to make an unlimited number of transfers or withdrawals from these accounts.

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# **FACTS**

# WHAT DOES PEOPLES BANK DO WITH YOUR PERSONAL INFORMATION?

# Why?

Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share and protect your personal information. Please read this notice carefully to understand what we do.

# What?

The types of personal information we collect and share depend on the product or service you have with us. This information can include:

- Social Security number and account balances
- Transaction or loss history and credit history
- Assets and checking account information

When you are *no longer* our customer, we continue to share your information as described in this notice.

# How?

All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Peoples Bank chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does Peoples Bank share?	Can you limit this sharing?
For our everyday business purposes such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes to offer our products and services to you	Yes	No
For joint marketing with other financial companies	Yes	No
For our affiliates' everyday business purposesinformation about your transactions and experiences	No	We don't share
For our affiliates' everyday business purposesinformation about your creditworthiness	No	We don't share
For nonaffiliates to market to you	No	We don't share

**Questions?** 

Call toll-free (800)584-8859 or go to www.peoplesbank-wa.com/privacy

What we do	
How does Peoples Bank protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.
How does Peoples Bank collect my personal information?	We collect your personal information, for example, when you  - Open an account or apply for a loan  - Make deposits or withdrawals from your account or make a wire transfer  - Show your government issued ID
Why can't I limit all sharing?	Federal law gives you the right to limit only  - sharing for affiliates' everyday business purposes - information about your creditworthiness  - affiliates from using your information to market to you  - sharing for nonaffiliates to market to you  State laws and individual companies may give you additional rights to limit sharing.

Definitions	
Affiliates	Companies related by common ownership or control. They can be financial and nonfinancial companies.  - Peoples Bank has no affiliates.
Nonaffiliates	Companies not related by common ownership or control. They can be financial and nonfinancial companies.  - Peoples Bank does not share with nonaffiliates so they can market to you.
Joint marketing	A formal agreement between nonaffiliated financial companies that together market financial products or services to you.  - Our joint marketing partner(s) include categories of companies such as credit card providers.

# ELECTRONIC FUND TRANSFER DISCLOSURE AND AGREEMENT

# Peoples Bank

For purposes of this disclosure and agreement the terms "we", "us" and "our" refer to Peoples Bank. The terms "you" and "your" refer to the recipient of this disclosure and agreement.

The Electronic Fund Transfer Act and Regulation E require institutions to provide certain information to customers regarding electronic fund transfers (EFTs). This disclosure applies to any EFT service you receive from us related to an account established primarily for personal, family or household purposes. Examples of EFT services include direct deposits to your account, automatic regular payments made from your account to a third party and one-time electronic payments from your account using information from your check to pay for purchases or to pay bills. This disclosure also applies to the use of your Cash Card (hereinafter referred to collectively as "ATM Card") or Peoples Bank Debit Card and Peoples Bank Health Savings Account Card (hereinafter referred to collectively as "Debit Card") at automated teller machines (ATMs) and any networks described below.

**TERMS AND CONDITIONS.** The following provisions govern the use of EFT services through accounts held by Peoples Bank which are established primarily for personal, family or household purposes. If you use any EFT services provided, you agree to be bound by the applicable terms and conditions listed below. Please read this document carefully and retain it for future reference.

**DEFINITION OF BUSINESS DAY.** Business days are Monday through Friday excluding holidays.

# ELECTRONIC FUND TRANSFER SERVICES PROVIDED

ATM CARD SERVICES. The services available through use of your ATM card are described below.

## CASH CARD SERVICES:

- You may withdraw cash from your checking account(s), savings account(s), money market account(s), and NOW
  account(s).
- You may make deposits into your checking account(s), savings account(s), money market account(s), and NOW account(s).
- You may transfer funds between your checking and savings accounts, checking and money market accounts, checking and NOW accounts, savings and money market accounts, savings and NOW accounts and money market accounts.
- You may make balance inquiries on your checking account(s), savings account(s), money market account(s), and NOW account(s).

**DEBIT CARD SERVICES.** The services available through use of your debit card are described below.

# PEOPLES BANK DEBIT CARD SERVICES:

- You may withdraw cash from your checking account(s), savings account(s), money market account(s), and NOW account(s).
- You may make deposits into your checking account(s), savings account(s), money market account(s), and NOW
  account(s).
- You may transfer funds between your checking and savings accounts, checking and money market accounts, checking and NOW accounts, savings and money market accounts, savings and NOW accounts and money market accounts.
- You may make balance inquiries on your checking account(s), savings account(s), money market account(s), and NOW account(s).
- You may use your card at any merchant that accepts Visa® debit cards for the purchase of goods and services.

# PEOPLES BANK HEALTH SAVINGS ACCOUNT CARD SERVICES:

- You may withdraw cash from your Health Savings Account.
- You may make deposits into your Health Savings Account.
- You may use your card at any merchant that accepts Visa® debit cards for the purchase of goods and services.

# ATM SERVICES.

**NETWORK.** Your ability to perform the transactions or access the accounts set forth above depends on the location and type of ATM you are using and the network through which the transaction is being performed. A specific ATM or network may not perform or permit all of the above transactions.

You may access your ATM Card or Debit Card through the following network(s): NYCE, Plus and MoneyPass.

**ATM FEES.** When you use an ATM not owned by us, you may be charged a fee by the ATM operator or any network used, and you may be charged a fee for a balance inquiry even if you do not complete a fund transfer.

**OTHER ATM SERVICES.** In addition, you may perform the following transactions: You can gain access only to your primary account through non-proprietary ATMs.

POINT OF SALE TRANSACTIONS. Listed below are the cards you may use to purchase goods and services from merchants that have arranged to accept your cards as a means of payment (these merchants are referred to as "Participating Merchants"). Some Participating Merchants may permit you to receive cash back as part of your purchase. Purchases made with your cards, including any purchase where you receive cash, are referred to as "Point of Sale" transactions and will cause your "designated account" to be debited for the amount of the purchase. We have the right to return any check or other item drawn against your account to ensure there are funds available to pay for any Point of Sale transaction. We may, but do not have to, allow transactions which exceed your available account balance or, if applicable, your available overdraft protection. If we do, you agree to pay an amount equal to the overdrawn balance plus any overdraft fees.

The following cards and the corresponding designated account(s) may be used for Point of Sale transactions:

- Peoples Bank Debit Card: checking, savings, money market and NOW accounts.
- Peoples Bank Health Savings Account Card: Health Savings Account.

Your ATM and Debit cards may also be used to obtain cash from your designated account(s) at participating financial institutions when so authorized under the terms of your Account Agreement.

**AUTHORIZATION HOLDS.** An authorization hold is a temporary hold that is placed on your account for certain debit card transactions. The amount of the temporary hold may be more than the actual amount of the transaction, so your available account balance will temporarily be reduced by the amount of the temporary hold. If the authorization hold or the processing of subsequent transactions causes your account to have insufficient funds to pay the transaction, we may charge you non-sufficient funds fees if we return the item or overdraft fees if we pay the item on your behalf.

CURRENCY CONVERSION - Visa<sup>®</sup>. When you use your card with the Visa<sup>®</sup> logo at a merchant that settles in currency other than US dollars, the charge will be converted into the US dollar amount. The currency conversion rate used to determine the transaction amount in US dollars is a rate selected by Visa<sup>®</sup> from a range of rates available in wholesale currency markets for the applicable central processing date, which rate may vary from the rate Visa<sup>®</sup> itself receives, or the government-mandated rate in effect for the applicable central processing date, in each instance, plus or minus any adjustment determined by the issuer. The conversion rate in effect on the processing date may differ from the rate in effect on the transaction date or the posting date.

**IMPORTANT ADDITIONAL FEE NOTICE.** Visa® charges an International Service Assessment Fee on all international transactions. Therefore, you will be charged 1% of the dollar amount of the transaction for each international transaction completed with your Visa® card when the country of the merchant or machine is different than your country as cardholder. Be aware that when making online purchases you may not know that the merchant is located in a different country.

**SERVICES PROVIDED THROUGH USE OF PEOPLES 24 HOUR BANKLINE.** You may perform the following functions through use of Peoples 24 Hour Bankline:

- You may initiate transfers of funds between your checking and savings accounts, checking and money market
  accounts, checking and NOW accounts, savings and money market accounts, savings and NOW accounts, NOW
  accounts and money market accounts, and Express Credit Line and deposit accounts.
- You may make balance inquiries on your checking account(s), savings account(s), money market account(s), NOW account(s), and Loans and Certificates of Deposit (CD).
- You may make payments on consumer loans, home mortgage loans, home equity loans, and cash reserve loans that you have with us.

In addition, you may perform other transactions such as: activate a debit card, inquire about a specific check number or amount, place a stop payment on a single check, obtain loan account information, verify funds and PIN changes.

## PREAUTHORIZED TRANSFER SERVICES.

- You may arrange for the preauthorized automatic deposit of funds to your checking account(s), savings account(s), money market account(s), NOW account(s), and Certificates of Deposit (CD) and Individual Retirement Accounts (IRA).
- You may arrange for the preauthorized automatic payments or other transfers from your checking account(s), savings account(s), money market account(s), and NOW account(s).

SERVICES PROVIDED THROUGH USE OF PEOPLES ONLINE BANKING. Peoples Bank offers its customers use of our Peoples Online Banking service.

Terms and conditions are outlined in the Peoples Online Services and E-Sign Agreement and are provided at the time you enroll with these services.

**ELECTRONIC CHECK CONVERSION.** You may authorize a merchant or other payee to make a one-time electronic payment from your checking account using information from your check to pay for purchases or to pay bills.

# LIMITATIONS ON TRANSACTIONS

# TRANSACTION LIMITATIONS - CASH CARD.

CASH WITHDRAWAL LIMITATIONS. You may withdraw up to \$500.00 through use of ATMs in any one day.

There is a daily limit for all ATM withdrawal transactions. For security reasons, specific dollar limits are disclosed at the time the ATM Card is issued. Peoples Bank reserves the right to change dollar amount limits at any time upon prior notification.

# TRANSACTION LIMITATIONS - PEOPLES BANK DEBIT CARD.

CASH WITHDRAWAL LIMITATIONS. You may withdraw up to \$500.00 through use of ATMs in any one day.

There is a daily limit for all ATM withdrawal transactions. For security reasons, specific dollar limits are disclosed at the time the Debit Card is issued. Peoples Bank reserves the right to change dollar amount limits at any time upon prior notification.

**POINT OF SALE LIMITATIONS.** You may buy up to \$2,500.00 worth of goods or services in any one day through use of our Point of Sale service.

# TRANSACTION LIMITATIONS - PEOPLES BANK HEALTH SAVINGS ACCOUNT CARD.

**CASH WITHDRAWAL LIMITATIONS.** You may withdraw up to \$500.00 through use of ATMs in any one day.

There is a daily limit for all ATM withdrawal transactions. For security reasons, specific dollar limits are disclosed at the time the Debit Card is issued. Peoples Bank reserves the right to change dollar amount limits at any time upon prior notification.

**POINT OF SALE LIMITATIONS.** You may buy up to \$2,500.00 worth of goods or services in any one day through use of our Point of Sale service.

**OTHER WITHDRAWAL LIMITATIONS.** ONLINE BANKING & PEOPLES 24 HOUR BANKLINE - You must pre-establish the accounts that you want to transfer to/from prior to initiating a funds transfer. This is accomplished by contacting a bank employee to complete and sign a transfer authorization form.

# OTHER LIMITATIONS.

- The terms of your account(s) may limit the number of withdrawals you may make each month. Restrictions disclosed at the time you opened your account(s), or sent to you subsequently will also apply to your electronic withdrawals and electronic payments unless specified otherwise.
- We reserve the right to impose limitations for security purposes at any time.

# NOTICE OF RIGHTS AND RESPONSIBILITIES

The use of any electronic fund transfer services described in this document creates certain rights and responsibilities regarding these services as described below.

# RIGHT TO RECEIVE DOCUMENTATION OF YOUR TRANSFERS.

**TRANSACTION RECEIPTS.** Depending on the location of an ATM, you may not be given the option to receive a receipt if your transaction is \$15.00 or less. Upon completing a transaction of more than \$15.00, you will receive a printed receipt documenting the transaction (unless you choose not to get a paper receipt). These receipts (or the transaction number given in place of the paper receipt) should be retained to verify that a transaction was performed. A receipt will be provided for any transaction of more than \$15.00 made with your ATM Card or Debit Card at a Participating Merchant. If the transaction is \$15.00 or less, the Participating Merchant is not required to provide a receipt.

**PERIODIC STATEMENTS.** If your account is subject to receiving a monthly statement, all EFT transactions will be reported on it. If your account is subject to receiving a statement less frequently than monthly, then you will continue to receive your statement on that cycle, unless there are EFT transactions, in which case you will receive a monthly statement. In any case you will receive your statement at least quarterly.

**PREAUTHORIZED DEPOSITS.** If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company:

• you can call us at (800)584-8859 to find out whether or not the deposit has been made.

USING YOUR CARD AND PERSONAL IDENTIFICATION NUMBER ("PIN"). In order to assist us in maintaining the security of your account and the terminals, the ATM Card or Debit Card remains our property and may be revoked or canceled at any time without giving you prior notice. You agree not to use your ATM Card or Debit Card for a transaction that would cause your account balance to go below zero, or to access an account that is no longer available or lacks sufficient funds to complete the transaction, including any available line of credit. We will not be required to complete any such transaction, but if we do, we may, at our sole discretion, charge or credit the transaction to another account; you agree to pay us the amount of the improper withdrawal or transfer upon request.

Your ATM Card may only be used with your PIN. Certain transactions involving your Debit Card require use of your PIN. Your PIN is used to identify you as an authorized user. Because the PIN is used for identification purposes, you agree to notify Peoples Bank immediately if your ATM Card or Debit Card is lost or if the secrecy of your PIN is compromised. You also agree not to reveal your PIN to any person not authorized by you to use your ATM Card or Debit Card or to write your PIN on your ATM Card or Debit Card or on any other item kept with your ATM Card or Debit Card. We have the right to refuse a transaction on your account when your ATM Card or Debit Card or PIN has been reported lost or stolen or when we reasonably believe there is unusual activity on your account.

The security of your account depends upon your maintaining possession of your ATM Card or Debit Card and the secrecy of your PIN. You may change your PIN if you feel that the secrecy of your PIN has been compromised. You may change your PIN in person only at one of our branches.

# RIGHTS REGARDING PREAUTHORIZED TRANSFERS.

RIGHTS AND PROCEDURES TO STOP PAYMENTS. If you have instructed us to make regular preauthorized transfers out of your account, you may stop any of the payments. To stop a payment,

call us at: (800)584-8859

or

write to: Electronic Funds Operations, 3100 Woburn Street, Bellingham, WA 98226

We must receive your call or written request at least three (3) business days prior to the scheduled payment. If you call, please have the following information ready: your account number, the date the transfer is to take place, to whom the transfer is being made and the amount of the scheduled transfer. If you call, we will require you to put your request in writing and deliver it to us within fourteen (14) days after you call.

**NOTICE OF VARYING AMOUNTS.** If you have arranged for automatic periodic payments to be deducted from your checking or savings account and these payments vary in amount, you will be notified by the person or company you are going to pay ten days prior to the payment date of the amount to be deducted. You may choose instead to get this notice only when the payment would differ by more than a certain amount from the previous payment, or when the amount would fall outside certain limits that you set.

**OUR LIABILITY FOR FAILURE TO STOP PREAUTHORIZED TRANSFER PAYMENTS.** If you order us to stop one of the payments and have provided us with the information we need at least three (3) business days prior to the scheduled transfer, and we do not stop the transfer, we will be liable for your losses or damages.

YOUR RESPONSIBILITY TO NOTIFY US OF LOSS OR THEFT. If you believe your ATM Card or Debit Card or PIN or internet banking access code has been lost or stolen,

call us at: (800)584-8859 (24 hours a day, 7 days a week)

or

write to: Electronic Funds Operations, 3100 Woburn Street, Bellingham, WA 98226

Loss, theft or compromise of your ATM or Debit Card information should be treated as if the card itself was lost, stolen or compromised.

You should also call the number or write to the address listed above if you believe a transfer has been made using the information from your check without your permission.

CONSUMER LIABILITY. Tell us AT ONCE if you believe your ATM Card or Debit Card or PIN or internet banking access code has been lost or stolen or if you believe that an electronic fund transfer has been made without your permission using information from your check. Telephoning is the best way of keeping your possible losses down. You could lose all the money in your account (plus your maximum overdraft line of credit, if applicable). If you tell us within two (2) business days after you learn of the loss or theft of your ATM Card or Debit Card or PIN or internet banking access code without your permission. If you do NOT tell us within two (2) business days after you learn of the loss or theft of your ATM Card or Debit Card or PIN or internet banking access code and we can prove we could have stopped someone from using your ATM Card or Debit Card or PIN

or internet banking access code without your permission if you had given us notice, you can lose as much as five hundred dollars (\$500).

Also, if your statement shows transfers you did not make, including those made by card, code, or other means, tell us at once. If you do not tell us within sixty (60) days after the statement was transmitted to you, you may not receive back any money you lost after the sixty (60) days, and therefore, you may not get back any money in your account (including your maximum overdraft line of credit, if applicable), if we can prove that we could have stopped someone from taking the money had you given us notice in time. If a good reason (such as a long trip or hospital stay) keeps you from giving the notice, we will extend the time periods.

CONSUMER LIABILITY FOR UNAUTHORIZED TRANSACTIONS INVOLVING PEOPLES BANK DEBIT CARD AND PEOPLES BANK HEALTH SAVINGS ACCOUNT CARD. The limitations on your liability for unauthorized transactions described above generally apply to all electronic fund transfers. However, different limitations apply to certain transactions involving your card with the Visa® logo. These limits apply to unauthorized transactions processed on the Visa® or Plus Network.

If you notify us about an unauthorized transaction involving your card with the Visa<sup>®</sup> logo and the unauthorized transaction took place on the Visa<sup>®</sup> or Plus Network, zero liability will be imposed on you for the unauthorized transaction. We may increase the limit of your liability for such unauthorized transactions to the amounts described under "Consumer Liability" above if we reasonably determine, based on substantial evidence, that you were negligent or fraudulent in the handling of your account or your card with the Visa<sup>®</sup> logo, you were proven to have participated in the transaction, or both. The zero liability provisions do not apply to PIN-based debit transactions not processed by the Visa<sup>®</sup> or Plus Network, including ATM transactions outside of the United States.

Your liability for unauthorized transactions with your card with the Visa<sup>®</sup> logo that involve PIN-based debit transactions not processed by the Visa<sup>®</sup> or Plus Network, including ATM transactions, are described under "Consumer Liability" above.

ILLEGAL USE OF DEBIT CARDS. You agree not to use your Debit Cards for any illegal transactions, including internet gambling and similar activities.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR TRANSACTIONS. In case of errors or questions about your electronic fund transfers,

call us at: (80

(800)584-8859

or

write to: Electronic Funds Operations, 3100 Woburn Street, Bellingham, WA 98226

or

email us at: Customer.Support@peoplesbank-wa.com

or

use the current information on your most recent account statement.

Notification should be made as soon as possible if you think your statement or receipt is wrong or if you need more information about a transaction listed on the statement or receipt. You must contact Peoples Bank no later than 60 days after we sent you the first statement on which the problem or error appears. You must be prepared to provide the following information:

- Your name and account number.
- A description of the error or transaction you are unsure about along with an explanation as to why you believe it is an error or why you need more information.
- The dollar amount of the suspected error.

If you provide oral notice, you may be required to send in your complaint or question in writing within ten (10) business days.

We will determine whether an error occurred within ten (10) business days (twenty (20) business days for new accounts) after we hear from you and will correct any error promptly. If we need more time, however, we may take up to forty-five (45) days (ninety (90) days for new accounts and foreign initiated or Point of Sale transfers) to investigate your complaint or question. If we decide to do this, we will credit your account within ten (10) business days (twenty (20) business days for new accounts) for the amount which you think is in error, so that you will have the use of the money during the time it takes to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within ten (10) business days, we may not credit your account. The extended time periods for new accounts apply to all electronic fund transfers that occur within the first thirty (30) days after the first deposit to the account is made, including those for foreign initiated or Point of Sale transactions. Visa's cardholder protection policy requires that we provide provisional credit for losses from unauthorized Visa® Check Card use within five (5) business days of notification of the loss, unless we determine that additional investigation is warranted and allowed by applicable laws or regulations.

We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation.

You may ask for copies of the documents that we used in our investigation.

**LIABILITY FOR FAILURE TO COMPLETE TRANSACTION.** If we do not complete a transfer to or from your account on time or in the correct amount according to our agreement with you, we will be liable for your losses or damages as provided by law. However, there are some exceptions. We will NOT be liable, for instance:

- If through no fault of ours, you do not have enough money in your account to make the transfer.
- If the transfer would result in your exceeding the credit limit on your line of credit, if you have one.
- If the electronic terminal was not working properly and you knew about the breakdown before you started the transfer.
- If circumstances beyond our control (such as fire or flood, computer or machine breakdown, or failure or interruption of communications facilities) prevent the transfer, despite reasonable precautions we have taken.
- If we have terminated our Agreement with you.
- When your ATM Card or Debit Card has been reported lost or stolen or we have reason to believe that something is wrong with a transaction.
- If we receive inaccurate or incomplete information needed to complete a transaction.
- In the case of preauthorized transfers, we will not be liable where there is a breakdown of the system which would normally handle the transfer.
- If the funds in the account are subject to legal action preventing a transfer to or from your account.
- If the electronic terminal does not have enough cash to complete the transaction.

There may be other exceptions provided by applicable law.

# CHARGES FOR TRANSFERS OR THE RIGHT TO MAKE TRANSFERS.

**FEE SCHEDULE.** The Fee Schedule referred to above is being provided separately and is incorporated into this document by reference. Additional copies of the schedule may be obtained from Peoples Bank upon request.

**DISCLOSURE OF ACCOUNT INFORMATION.** You agree that merchant authorization messages transmitted in connection with Point of Sale transactions are permissible disclosures of account information, and you further agree to release Peoples Bank and hold it harmless from any liability arising out of the transmission of these messages.

We will disclose information to third parties about your account or electronic fund transfers made to your account:

- 1. Where necessary to complete a transfer or to investigate and resolve errors involving the transfer(s); or
- 2. In order to verify the existence and condition of your account for a third party such as a credit bureau or merchant; or
- 3. In order to comply with government agency or court orders; or
- 4. If you give us your permission in a record or writing.

**AMENDING OR TERMINATING THE AGREEMENT.** We may change this agreement from time to time. You will be notified at least 30 days before a change will take effect if it will cause you an increase in costs or liability or it will limit your ability to make electronic fund transfers. No notice will be given if the change is necessary for security reasons. We also have the right to terminate this agreement at any time.

**SAFETY PRECAUTIONS FOR ATM TERMINAL USAGE.** Please keep in mind the following basic safety tips whenever you use an ATM:

- Have your ATM Card or Debit Card ready to use when you reach the ATM. Have all of your forms ready before you
  get to the machine. Keep some extra forms (envelopes) at home for this purpose.
- If you are new to ATM usage, use machines close to or inside a financial institution until you become comfortable and can conduct your usage quickly.
- If using an ATM in an isolated area, take someone else with you if possible. Have them watch from the car as you conduct your transaction.
- Do not use ATMs at night unless the area and machine are well-lighted. If the lights are out, go to a different location.
- If someone else is using the machine you want to use, stand back or stay in your car until the machine is free. Watch out for suspicious people lurking around ATMs, especially during the times that few people are around.
- When using the machine, stand so you block anyone else's view from behind.
- If anything suspicious occurs when you are using a machine, cancel what you are doing and leave immediately. If going to your car, lock your doors.
- Do not stand at the ATM counting cash. Check that you received the right amount later in a secure place, and reconcile it to your receipt then.
- Keep your receipts and verify transactions on your account statement. Report errors immediately. Do not leave receipts at an ATM location.

# ADDITIONAL PROVISIONS

Your account is also governed by the terms and conditions of other applicable agreements between you and Peoples Bank. If you want us to authorize and pay overdrafts on ATM and Debit Card transactions, visit www.peoplesbank-wa.com/optin or call 800-584-8859. These transactions may be subject to an overdraft fee as described in the Miscellaneous Fee Schedule.

# Peoples Bank

**PURPOSE OF THIS DISCLOSURE.** Our general policy is to allow you to withdraw funds deposited in an account on the first Business Day after the day of deposit. Funds from electronic direct deposits will be available on the day we receive the deposit. In some cases, we may delay your ability to withdraw funds beyond the first Business Day after the day of deposit. Our complete policy is summarized below.

For purposes of this disclosure, the terms "you"/"your" refer to the customer and the terms "our"/"we"/"us" refer to Peoples Bank. The term "account" includes any demand deposit, negotiable order of withdrawal account, savings deposit, money market account or other non-time deposit account.

**DETERMINING THE AVAILABILITY OF YOUR DEPOSIT.** The length of the delay varies depending on the type of deposit and is explained below. When we delay your ability to withdraw funds from a deposit, you may not withdraw the funds in cash, and we will not pay checks you have written on your account by using these funds. Even after we have made funds available to you and you have withdrawn the funds, you are still responsible for checks you deposit that are returned to us unpaid and for any other problems involving your deposit.

When we delay your ability to withdraw funds, the length of the delay is counted in Business Days from the day of your deposit. The term "Business Day" means any day other than a Saturday, Sunday or federally declared legal holiday, and the term "Banking Day" means that part of any Business Day on which we are open to the public for carrying on substantially all of our banking functions.

If you make a deposit before the close of business 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 after the close of business or on a day that we are not open, we will consider the deposit made on the next Business Day we are open.

# AVAILABILITY SCHEDULE

Same Day Availability. Funds from deposits of:

- · electronic direct deposits
- cash\*
- · wire transfers
- U.S. Treasury checks\*\*
- U.S. Postal Service money orders\*\*
- Federal Reserve Bank or Federal Home Loan Bank checks\*\*
- · State or Local Government checks\*\*
- Cashier's, Certified, or Teller's checks\*\*
- · checks drawn on us

will be available on the day of deposit.

Other Check Deposits. Funds from all other check deposits will be available on the first Business Day after the day of your deposit.

- \* Cash Deposits. Funds from cash deposits (whether or not they are made in person to an employee of Peoples Bank) are made available on the same Business Day that we receive your deposit.
- \*\* Check Deposits. Check deposits include U.S. Treasury checks; U.S. Postal Service money orders; Federal Reserve Bank or Federal Home Loan Bank checks; State or Local Government checks; and Cashier's, Certified, or Teller's checks. In order for these check deposits to be made available according to the funds availability schedule above, the following conditions are required:
  - U.S. Treasury Checks. These checks must be made payable to you and deposited into your account.
  - U.S. Postal Service Money Orders; Federal Reserve Bank or Federal Home Loan Bank Checks; State or Local Government Checks; or Cashier's, Certified, or Teller's Checks. These checks must be made payable to you, made in person to one of our employees, and deposited into your account.

If any of these conditions are not satisfied, then the funds from these check deposits will be made available no later than the second Business Day after the day of your deposit.

LONGER DELAYS MAY APPLY. In some cases, we will not make all of the funds that you deposit by check available to you according to the previously stated availability schedule. Depending on the type of check that you deposit, funds may not be available until the second Business Day after the day of your deposit. The first \$225.00 of your deposits, however, may be available on the day of deposit.

If we are not going to make all of the funds from your deposit available to you according to the previously stated availability schedule, we will notify you at the time you make your deposit. We will also tell you when the funds will be available. If your deposit is not made directly to one of our employees, or if we decide to take this action after you have left the premises, we will mail you the notice by 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.

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

- (a) if we believe a check you deposit will not be paid;
- (b) if you deposit checks totaling more than \$5,525 on any one day;
- (c) if you redeposit a check that has been returned unpaid;
- (d) if you have overdrawn your account repeatedly in the last six months; or
- (e) if an emergency condition arises that would not enable us to make the funds available to you, such as the 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. They will generally be available no later than the seventh Business Day after the day of your deposit. If you will need the funds from a deposit right away, you should ask us when the funds will be available.

HOLDS ON OTHER FUNDS FOR CHECK CASHING. If we cash a check for you that is drawn on another financial institution, we may withhold the availability of a corresponding amount of funds that are already in your account. Those funds will be available at the time funds from the check we cashed would have been available if you had deposited it.

HOLDS ON OTHER FUNDS IN ANOTHER ACCOUNT. If we accept for deposit a check that is drawn on another financial institution, we may make funds from the deposit available for withdrawal immediately but delay your availability to withdraw a corresponding amount of funds that you have on deposit in another account with us. The funds in the other account would then not be available for withdrawal until the time periods that are described elsewhere in this disclosure for the type of check that you deposited.

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.

Same Day Availability. Funds from cash\*, wire transfers, and electronic direct deposits made to your account will be available on the day we receive the deposit. In addition, the first \$5,525 of a day's total deposits of:

- U.S. Treasury checks\*\*
- U.S. Postal Service money orders\*\*
- Federal Reserve Bank or Federal Home Loan Bank checks\*\*
- State or Local Government checks\*\*
- · Cashier's, Certified, or Teller's checks\*\*
- Traveler's Checks\*\*
- checks drawn on us

will also be available the day of deposit.

Funds Exceeding \$5,525. The excess over \$5,525 of a day's total check deposits will be available on the ninth Business Day after the day of your deposit.

Other Check Deposits. Funds from all other check deposits will be available on the seventh Business Day after the day of deposit.

- \* Cash Deposits. If the cash deposits are made in person to an employee of Peoples Bank, then the funds will be made available on the day we receive your deposit. If they are not made in person to an employee, then the funds will be made available no later than the next Business Day after the day of your deposit.
- \*\* Check Deposits. Check deposits include U.S. Treasury checks; U.S. Postal Service money orders; Federal Reserve Bank or Federal Home Loan Bank checks; State or Local Government checks; Cashier's, Certified, or Teller's checks; and Traveler's checks. In order for these check deposits to be made available according to the funds availability schedule above, the following conditions are required:
  - U.S. Treasury Checks. These checks must be made payable to you and deposited into your account.
  - U.S. Postal Service Money Orders; Federal Reserve Bank or Federal Home Loan Bank Checks; State or Local Government Checks; Cashier's, Certified, or Teller's Checks; or Traveler's checks. These checks must be made payable to you, made in person to one of our employees, and deposited into your account.

If any of these conditions are not satisfied, then the first \$5,525 of a day's total check deposits will be made available no later than the second Business Day after the day of your deposit.

**DEPOSITS AT AUTOMATED TELLER MACHINES.** If you make a deposit at an automated teller machine (ATM) that is owned and operated by us before 4:00 pm Pacific on a Business Day that we are open, we will consider the deposit made that day. However, if you make a deposit at an ATM that is owned and operated by us after 4:00 pm Pacific or on a day that we are not open, we will consider the deposit made on the next Business Day we are open.

We only allow deposits to be made at ATMs that we own or operate. All ATMs that we own or operate are identified as our machines.

**ADDITIONAL DEPOSIT INFORMATION.** Funds deposited to your account via online services are not considered electronic direct deposits for the purpose of this disclosure. Availability of deposits received online is governed by the Peoples Online Services and ESign Agreement.

SUBSTITUTE CHECK POLICY DISCLOSURE	Peoples Bank
	418 Grover St Lynden, WA 98264
	Bylidell, WA 30204
Important Informat Word or phrases preceded by a are applicable only if	tion About Your Account f the is marked.
	ecks and Your Rights
These checks are similar in size to original checks with	mits banks to replace original checks with "substitute checks." a slightly reduced image of the front and back of the original a legal copy of your check. You can use it the same way you check as proof of payment just like the original check.
	from us may be substitute checks. This notice describes rights The rights in this notice do not apply to original checks or to hts under other law with respect to those transactions.
if a substitute check is posted to your account (for exam account or that we withdrew money from your account	ocedure that allows you to request a refund for losses you suffer aple, if you think that we withdrew the wrong amount from your nt more than once for the same check). The losses you may e amount that was withdrawn from your account and fees that bounced check fees).
substitute check, whichever is less. You also are entitled	e is limited to the amount of your loss or the amount of the d to interest on the amount of your refund if your account is an mount of the substitute check, you may be able to recover
If you use this procedure, you may receive up to account earns interest) within $10$ business days after interest if your account earns interest) not later than $45$	we received your claim and the remainder of your refund (plus
We may reverse the refund (including any interes substitute check was correctly posted to your account.	st on the refund) if we later are able to demonstrate that the
How do I make a claim for a refund?  If you believe that you have suffered a loss related your account, please contact us at the above addres	to a substitute check that you received and that was posted to $\ensuremath{\mathtt{s}}$ .
you agreed) the substitute check in question or the accordance	date that we mailed (or otherwise delivered by means to which unt statement showing that the substitute check was posted to e period if you were not able to make a timely claim because of
<ul> <li>An estimate of the amount of your loss;</li> </ul>	example, you think the amount withdrawn was incorrect); ceived is insufficient to confirm that you suffered a loss; and

• A copy of the substitute check and/or the following information to help us identify the substitute check:

Unless checked, all oral requests for an expedited re-credit claim must be confirmed in writing within 10 business days.

the amount of the check.

check number, the name of the payee, and

# MISCELLANEOUS FEE SCHEDULE

Effective 10/25/2021

Refer to your Account Disclosure for product specific fees.

ATM and Debit Cards		Peoples Online Banking	
Peoples Bank Debit Card (VISA® Debit Card)		Inquiry Only	No Charge
Withdrawal Fee-Non-Peoples Bank/Non-Money Pass® ATMs (each)	\$1.50	Bill Payment	Free
International Transaction Fee (each)	1%	Inactivity Fee (per month)	\$2.50
Peoples Bank Cash Card (ATM Card)	170	mactivity i ee (per month)	Ψ2.50
Withdrawal Fee-Non-Peoples Bank/Non-Money Pass® ATMs (each	\$1.50	Business Manager Online Banking	
Withthawar 1 CC-1 von-1 topics Dank (1 von-1 vone) 1 usses 1111 vis (tuth)	γ ψ1.50	See Business Manager Fee Schedule for produ	uct and tricing information
All Account Types		See Business Winnager 1 to Seneume for produ	ui unu pruing injormuion.
Deposited Item Returned (per item)	\$5.00	Miscellaneous Service Charges	
Deposited Item Returned – Canadian Item (per item)	\$25.00	Amortization Schedule-All Types (each)	\$10.00
Stop Payment (each)	\$33.00	Check Printing	Varies by style/quantity
Stop Payment for Foreign Draft (each)	\$75.00	Collection Fee (per item)	\$10.00
Garnishment/Levy (each)	\$75.00	Copies (each)	\$0.25
	No Charge	Counter Checks (per sheet of 4)	\$2.00
Deficit Transfer (each)	\$5.00	Drafts	Ψ2.00
	for Quote	Cashiers Check (each)	\$7.00
Gustoni i rocessing	101 Quote	Canadian Draft (each)	\$10.00
Checking, Money Market, and Savings		Other Foreign Draft (each)	\$10.00
Overdraft Item Fee <sup>1</sup> (per item, per occurrence)	\$35.00	Fax Services	Ψ10.00
Returned Item Fee <sup>1</sup> (per item, per occurrence)	\$35.00	Outgoing – First Page	\$4.00
Additional Statement (each), waived for Savings Accounts			
Additional Statement (earn), waived for Savings Accounts	\$3.00	Outgoing – Additional Page (each) Foreign Currency Orders	\$1.00
Carrings Agazyata		Bank Buys from Customer (per order)	\$15.00
Savings Accounts Account Closure Fee	\$5.00	Bank Sells to Customer (per order)	\$15.00 \$15.00
	\$3.00		\$15.00
(Accounts closed in the first 90 days)		Non-Customer Coin (\$100.00 maximum) Per Roll	\$0.25
IRA Outgoing Transfer Fee (each)	\$30.00	Notary Service	Ψ0.23
The Tourgoing Transier i ee (early)	ψ30.00	Customer	No Charge
Express Credit Line Annual Fee	\$24.00	Non-customer (per visit)	\$10.00
Express cicuit Ente Minuai I ce	\$27.00	Undeliverable Mail Fee <i>(per month)</i>	\$5.00
Research		Non-Customer Check Cashing Fee (per ch.	
Copy of Statement (each)	\$2.00	State or Government Checks	1% or \$6.00 minimum
Copy of Check (safekeeping) (each after first 2)	\$2.00	State of Government Greeks	170 O1 <b>40.</b> 00 Hillimingin
Copy of Check (non-safekeeping) (each)	\$2.00	Safe Deposit Boxes	
Copy of Deposit	Ψ2.00	Box Dimensions	Annual Fee
First 5 items	\$2.00	$2 \frac{1}{2} \times 5$	\$30.00
Additional Items (each)	\$1.50	3 x 5	\$35.00
All Other Requests (per hour)	\$24.00	4 x 5	\$35.00
Minimum Research Fee	\$10.00	5 x 5	\$45.00
Minimum Research Lee	ψ10.00	3 x 10	\$50.00
Wire Transfers		5 x 10	\$60.00
Fee – Domestic Wire Out (initiated in branch) (each)	\$25.00	6 x 10	\$65.00
Fee – Domestic Wire Out (Business Manager initiated) (each)	\$20.00	7 x 10	\$75.00 \$75.00
Fee – Domestic wife Out (Business Manager initiated) (each) Fee – International Wire Out (initiated in branch) (each)	\$40.00	10 x 10	\$95.00
Fee – International Wire Out (Business Manager initiated) (each)		Minimum Drilling Fee (per box)	\$95.00
Fee – Domestic Wire In (each)	\$15.00	Triminum Dinning Fee (per vox)	\$100.00
Fee – International Wire In (each)	\$15.00		
This fee is waived for items less than or equal to \$20.00 or if your ava		at the and of the bysiness day is excerden \$20.00.	1 C

<sup>1</sup>This fee is waived for items less than or equal to \$20.00 or if your available balance at the end of the business day is overdrawn \$20.00 or less. Consumers could receive up to a limit of four \$35.00 fees per account and non-consumers could receive up to a limit of six \$35.00 fees per account in a business day.

1/2022 PB0258



# HEALTH SAVINGS ACCOUNT APPLICATION

PART 1. HSA OWNER	PART 2. HSA CUSTODIAN			
	To be completed by the HSA custodia			
Name (First/MI/Last)	Name			
Address Line 1				
Address Line 2				
City/State/ZIP				
Social Security Number	_			
Date of Birth Phone				
Email Address	This is an amendment to be existing HSA.			
Account Number				
	O, .			
PART 3. CONTRIBUTION INFORMATION				
Contribution Amount Contrib	oution Date			
CONTRIBUTION TYPE (Select one)	· · · · · · · · · · · · · · · · · · ·			
☐ 1. Regular (Includes catch-up contributions as well as qualif	ind HS. (tu dimedictributions from a) IRA)			
Contribution for Tax Year (Qualified HSA fund				
<b>2. Rollover</b> (Distribution from an HSA or Archer MSA national By selecting this transaction, I irrevocably designate this of				
☐ <b>3. Transfer</b> (Direct movement of assets from an ASA or Arcl				
	X			
PART 4. INVESTMENT AND DENOM INFORMAT				
INVESTMENT INFORMATION (Complete this section as app	licable.)			
Investment Description Q	uantity or Amount Investment Number Term or Maturity Date Interest Rate			
DEPOSIT METHOD				
$\square$ Cash or Check (If the contribution type is transfer, the check	k must be from a financial organization made payable to the custodian for this HSA.)			
☐ Internal Account				
	Type (e.g., checking, savings, HSA)			
External Account (e.g., EFT, ACH, wire) (Additional document				
	Routing Number (Optional)			
Account Number	Type (e.g., checking, savings, HSA)			
	Deposit Taken by			

Name of HSA Owner			, Account Number		
PART 5. BENEFICIAR	Y DESIGNATION				
	and the percentage share		eneficiaries named below. T eficiaries will be increased o		
$\hfill\square$ I elect not to designate	beneficiaries at this time	and understand that I	may designate beneficiaries	at a later date.	
PRIMARY BENEFICIARIE indicated, the beneficiaries			I 100%. If more than one be	eneficiary is designated	and no percentages are
Name			Name		
Address			Address		
City/State/ZIP			City/State/ZIP		
Date of Birth			Date of Birth		
Tax ID (SSN/TIN)			Tax ID (SSN/TIN)	Perce	nt Designated
Name			Name		
Address			Address		
City/State/ZIP			City/State/ZIP		
Date of Birth			Date of Birth	Relationshin	
Tax ID (SSN/TIN)			Tax ID (SSN/TIN)		nt Designated
if all primary beneficiaries l	have predeceased the HS	SA owner.)	t equal 100 s. If more than o s in the HSL The balance in t	ne besej (ary)is design the escount will be paya	ated and no percentages ble to these beneficiaries
Name				<b>\</b>	
Address			AddressCity/State/ZIP		
City/State/ZIP				Dalatianakin	
Date of Birth			Tax ID (SN/ VN)		mt Dasisuated
Tax ID (SSN/TIN)	Percent	Designated	Tax ID (3//////)	Perce	nt Designated
Name		<b>─</b> `.	N me		
Address		×——/	addiras		
City/State/ZIP			City/State/ZIP		
Date of Birth		· ·	Date of Birth		
Tax ID (SSN/TIN)			Tax ID (SSN/TIN)		
Check here if additional	l beneficio ies a se listed	on an attachea addendi	<i>ım.</i> Total number of addend	ums attached to this H	SA
PART 6. SPOUSAL CO	ONSINT		PART 7. SIGNATUR	ES	
CURRENT MARITAL TA  I Am Not Married I future, I should review I Am Married – I under beneficiary other than of	TUS  understand that if Note the equilent party for sp	come married in the busal consent.	Important: Please read be I understand the eligibilit I am making, and I state the received a copy of the H Custodial Account Agreen that the terms and condition and the HSA bound by those terms and	y requirements for the that I do qualify to make lealth Savings Account nent, and the Disclosure tions that apply to this I account Age	the contribution. I have Application, the 5305-C Statement. I understand HSA are contained in this
sign below.  CONSENT OF SPOUSE I am the spouse of the above-named HSA owner. I acknowledge that I have received a fair and reasonable disclosure of my spouse's property and financial obligations. Because of the important tax consequences of giving up my interest in this HSA, I have been advised to see a tax professional.		I assume complete responsibility for  determining that I am eligible for an HSA each year I make a contribution,  ensuring that all contributions I make are within the limits set forth by the tax laws, and  the tax consequences of any contributions (including rollover			
I hereby relinquish any inte the beneficiary designation any adverse consequences t	indicated above. I assum		contributions) and d  X  Signature of HSA Owner	istributions.	Date (mm/dd/yyyy)
X			X		
Signature of Spouse		Date (mm/dd/yyyy)	Signature of Witness		Date (mm/dd/yyyy)
X			X		
Signature of Witness 3500 / 2600H-C (Rev. 10/2018)	I	Date ( <i>mm/dd/yyyy</i> )	Signature of Custodian		Date (mm/dd/yyyy) Page 2 of 8 ©2018 Ascensus, LLC

# HEALTH SAVINGS CUSTODIAL ACCOUNT AGREEMENT

Form 5305-C under section 223(a) of the Internal Revenue Code.

FORM (Rev. October 2016)

The account owner named on the application is establishing this health savings account (HSA) exclusively for the purpose of paying or reimbursing qualified medical expenses of the account owner, his or her spouse, and dependents. The account owner represents that, unless this account is used solely to make rollover contributions, he or she is eligible to contribute to this HSA; specifically, that he or she: (1) is covered under a high deductible health plan (HDHP); (2) is not also covered by any other health plan that is not an HDHP (with certain exceptions for plans providing preventive care and limited types of permitted insurance and permitted coverage); (3) is not enrolled in Medicare; and (4) cannot be claimed as a dependent on another person's tax return.

The account owner has assigned this custodial account the sum indicated on the application.

The account owner and the custodian make the following agreement:

## **ARTICLE I**

- The custodian will accept additional cash contributions for the tax year made by the account owner or on behalf of the account owner (by an employer, family member, or any other person). No contributions will be accepted by the custodian for any account owner that exceeds the maximum amount for family coverage plus the catch-up contribution.
- Contributions for any tax year may be made at any time before the deadline for filing the account owner's federal income tax return for that year (without extensions).
- Rollover contributions from an HSA or an Archer Medical Savings Account (Archer MSA) (unless prohibited under this agreement) need not be in cash and are not subject to the maximum annual contribution limit set forth in Article II.
- 4. Qualified HSA distributions from a health flexible spending arrangement or health reimbursement arrangement must be completed in a trustee-to-trustee transfer and are not subject to the maximum annual contribution limit set forth in Article II.
- Qualified HSA funding distributions from an individual retirement account must be completed in a trustee-to-trustee transfer and are subject to the maximum annual contribution limit set forth in Article II.

## **ARTICLE II**

- For calendar year 2011, the maximum annual contribution limit for an account owner with single coverage is \$3,050. This amount increases to \$3,100 in 2012. For calendar year 2011, the maximum annual contribution limit for an account owner with family coverage is \$6,150. This amount increases to \$6,250 in 2012. These limits are subject to cost-of-living adjustments after 2012.
- Contributions to Archer MSAs or other HSAs count toward the maximum annual contribution limit to this HSA.
- For calendar year 2009 and later years, an additional \$1,000 catch-up contribution may be made for an account owner who is at least age 55 or older and not enrolled in Medicare.
- Contributions in excess of the maximum annual contribution limit are subject to an excise tax. However, the catch-up contributions are not subject to an excise tax.

# **ARTICLE III**

It is the responsibility of the account owner to determine whether contributions to this HSA have exceeded the maximum annual contribution limit described in Article II. If contributions to this HSA exceed the maximum annual contribution limit, the account owner shall notify the custodian that there exist excess contributions to the HSA. It is the

responsibility of the account owner to request the withdrawal of the excess contribution and any net income attributable to such excess contribution.

#### **ARTICLE IV**

The account owner's interest in the balance in this custodial account is nonforfeitable.

# **ARTICLE V**

- 1. No part of the custodial funds in this account may be invested in life insurance contracts or in collectibles as defined in section 408(m).
- 2. The assets of this account may not be commingled with other property except in a common trust fund or common investment fund.
- Neither the account owner nor the custodian will engage in any prohibited transaction with respect to this account (such as borrowing or pledging the account or engaging in any other prohibited transaction as defined in section 4975).

## **ARTICLE VI**

- Distributions of funds from this HSA may be made upon the direction of the account owner.
- 2. Distributions from this HSA that are used exclusively to pay or reimburse qualified medical expenses of the account owner, his or her spouse, or dependents are tax-free. However, distributions that are not used for qualified medical expenses are included in the account owner's gross income and are subject to an additional 20 percent tax on that amount. The additional 20 percent tax does not apply if the distribution is made after the account owner's death, disability, or reaching age 65.
- 3. The custodian is not required to determine whether the distribution is for the payment or reimbursement of qualified medical expenses. Only the account owner is responsible for substantiating that the distribution is for qualified medical expenses and must maintain records sufficient to show, if required, that the distribution is tax-free.

## **ARTICLE VII**

If the account owner dies before the entire interest in the account is distributed, the entire account will be disposed of as follows:

- 1. If the beneficiary is the account owner's spouse, the HSA will become the spouse's HSA as of the date of death.
- 2. If the beneficiary is not the account owner's spouse, the HSA will cease to be an HSA as of the date of death. If the beneficiary is the account owner's estate, the fair market value of the account as of the date of death is taxable on the account owner's final return. For other beneficiaries, the fair market value of the account is taxable to that person in the tax year that includes such date.

# **ARTICLE VIII**

- The account owner agrees to provide the custodian with information necessary for the custodian to prepare any report or return required by the IRS.
- 2. The custodian agrees to prepare and submit any report or return as prescribed by the IRS.

# **ARTICLE IX**

Notwithstanding any other article that may be added or incorporated in this agreement, the provisions of Articles I through VIII and this sentence are controlling. Any additional article in this agreement that is inconsistent with section 223 or IRS published guidance will be void.

#### **ARTICLE X**

This agreement will be amended from time to time to comply with the provisions of the Code or IRS published guidance. Other amendments may be made with the consent of the persons whose signatures appear on the application.

## **ARTICLE XI**

- 11.01 **Definitions** In this part of this agreement (Article XI), the words "you" and "your" mean the account owner. The words "we," "us," and "our" mean the custodian. The word "Code" means the Internal Revenue Code, and "regulations" means the Treasury regulations.
- 11.02 Notices and Change of Address Any required notice regarding this HSA will be considered effective when we send it to the intended recipient at the last address that we have in our records. Any notice to be given to us will be considered effective when we actually receive it. You, or the intended recipient, must notify us of any change of address.
- 11.03 Representations and Responsibilities You represent and warrant to us that any information you have given or will give us with respect to this agreement is complete and accurate. Further, you agree that any directions you give us or action you take will be proper under this agreement, and that we are entitled to rely upon any such information or directions. If we fail to receive directions from you regarding any transaction, if we receive ambiguous directions regarding any transaction, or if we, in good faith, believe that any transaction requested is in dispute, we reserve the right to take no action until further clarification acceptable to us is received from you or the appropriate government or judicial authority. We will not be responsible for losses of any kind that may result from your directions to us or your actions or failures to act, and you agree to reimburse us for any loss we may incur as a result of such directions, actions, or failures to act. We will not be responsible for any penalties, taxes, judgments, or expenses you incur in connection with your HSA. We have no duty to determine whether your contributions or distributions comply with the Code, regulations, rulings, or this agreement. We have the right to require you to provide, on a form provided by or acceptable to us, proof or certification that you are eligible to contribute to this HSA, including, but not limited to, proof or certification that you are covered by an HDHP. In no event will we be responsible to determine if contributions made by your employer to your HSA meet the requirements for comparable contributions, the rules of which are set forth in the Code and IRS published guidance.

We may permit you to appoint, through written notice acceptable to us, an authorized agent to act on your behalf with respect to this agreement (e.g., attorney-in-fact, executor, administrator, investment manager), but we have no duty to determine the validity of such appointment or any instrument appointing such authorized agent. In addition, we may allow you to designate an authorized signer to perform various limited transactions on your HSA as specified in a form provided by or acceptable to us. We may rely upon this designation until such time, if any, that we receive a written revocation of the authorization. We will not be responsible for losses of any kind that may result from directions, actions, or failures to act by your authorized agent and/or authorized signer, and you agree to reimburse us for any loss we may incur as a result of such directions, actions, or failures to act by your authorized agent and/or authorized signer.

You will have 60 days after you receive any documents, statements, or other information from us to notify us in writing of any errors or inaccuracies reflected in these documents, statements, or other information. If you do not notify us within 60 days, the documents,

statements, or other information will be deemed correct and accurate, and we will have no further liability or obligation for such documents, statements, other information, or the transactions described therein.

By performing services under this agreement, we are acting as your agent. You acknowledge and agree that nothing in this agreement will be construed as conferring fiduciary status upon us. We will not be required to perform any additional services unless specifically agreed to under the terms and conditions of this agreement, or as required under the Code and the regulations promulgated thereunder with respect to HSAs. You agree to indemnify and hold us harmless for any and all claims, actions, proceedings, damages, judgments, liabilities, costs, and expenses, including attorney's fees arising from or in connection with this agreement.

To the extent written instructions or notices are required under this agreement, we may accept or provide such information in any other form permitted by the Code or applicable regulations including, but not limited to, electronic communication.

- 11.04 Disclosure of Account Information We may use agents and/or subcontractors to assist in administering your HSA. We may release nonpublic personal information regarding your HSA to such providers as necessary to provide the products and services made available under this agreement, and to evaluate our business operations and analyze potential product, service, or process improvements.
- 11.05 Service Fees We have the right to charge an annual service fee or other designated fees (e.g., a transfer, rollover, or termination fee) for maintaining your HSA. In addition, we have the right to be reimbursed for all reasonable expenses, including legal expenses, we incur in connection with the administration of your HSA. We may charge you separately for any fees or expenses, or we may deduct the amount of the fees or expenses from the assets in your HSA at our discretion. We reserve the right to charge any additional fee after giving you 30 days' notice. Fees such as subtransfer agent fees or commissions may be paid to us by third parties for assistance in performing certain transactions with respect to this HSA.

Any brokerage commissions attributable to the assets in your HSA will be charged to your HSA. You cannot reimburse your HSA for those commissions.

11.06 Investment of Amounts in the HSA - You have exclusive responsibility for and control over the investment of the assets of your HSA. All transactions will be subject to any and all restrictions or limitations, direct or indirect, that are imposed by our charter, articles of incorporation, or bylaws; any and all applicable federal and state laws and regulations; the rules, regulations, customs and usages of any exchange, market or clearing house where the transaction is executed; our policies and practices; and this agreement. We will have no discretion to direct any investment in your HSA. We assume no responsibility for rendering investment advice with respect to your HSA, nor will we offer any opinion or judgment to you on matters concerning the value or suitability of any investment or proposed investment for your HSA. In the absence of instructions from you, or if your instructions are not in a form acceptable to us, we will have the right to hold any uninvested amounts in cash, and we will have no responsibility to invest uninvested cash unless and until directed by you. We will not exercise the voting rights and other shareholder rights with respect to investments in your HSA unless you provide timely written directions acceptable to us.

You will select the investment for your HSA assets from those investments that we are authorized by our charter, articles of incorporation, or bylaws to offer and do in fact offer for HSAs (e.g., term share accounts, passbook accounts, certificates of deposit, money market accounts.)

11.07 Beneficiaries – If you die before you receive all of the amounts in your HSA, payments from your HSA will be made to your beneficiaries. We have no obligation to pay to your beneficiaries until such time we are notified of your death by receiving a valid death certificate.

You may designate one or more persons or entities as beneficiary of your HSA. This designation can only be made on a form provided by or acceptable to us, and it will only be effective when it is filed with us during your lifetime. Each beneficiary designation you file with us will cancel all previous designations. The consent of your beneficiaries will not be required for you to revoke a beneficiary designation. If you have designated both primary and contingent beneficiaries and no primary beneficiary survives you, the contingent beneficiaries will acquire the designated share of your HSA. If you do not designate a beneficiary or if all of your primary and contingent beneficiaries predecease you, your estate will be the beneficiary.

If your surviving spouse acquires the interest in this HSA by reason of being the beneficiary at your death, this HSA (or in accordance with rules established by the IRS, the relevant portion thereof) will be treated as if the surviving spouse is the account owner.

If the beneficiary is not your spouse, the HSA (or in accordance with rules established by the IRS, the relevant portion thereof) will cease to be an HSA as of the date of your death.

Upon learning of your death, we may, in our complete and sole discretion, make a final distribution to a beneficiary (other than your spouse) of his or her interest in the HSA. This distribution may be made without the beneficiary's consent and may be placed in an interest-bearing (or similar) account that we choose.

11.08 Termination of Agreement, Resignation, or Removal of Custodian — Either party may terminate this agreement at any time by giving written notice to the other. We can resign as custodian at any time effective 30 days after we send written notice of our resignation to you. Upon receipt of that notice, you must make arrangements to transfer your HSA to another financial organization. If you do not complete a transfer of your HSA within 30 days from the date we send the notice to you, we have the right to transfer your HSA assets to a successor HSA trustee or custodian that we choose in our sole discretion, or we may pay your HSA to you in a single sum. We will not be liable for any actions or failures to act on the part of any successor trustee or custodian, nor for any tax consequences you may incur that result from the transfer or distribution of your assets pursuant to this section.

If this agreement is terminated, we may charge to your HSA a reasonable amount of money that we believe is necessary to cover any associated costs, including but not limited to, one or more of the following.

- Any fees, expenses, or taxes chargeable against your HSA
- Any penalties or surrender charges associated with the early withdrawal of any savings instrument or other investment in your HSA

If we are a nonbank custodian required to comply with Regulations section 1.408-2(e) and we fail to do so or we are not keeping the records, making the returns, or sending the statements as are required by forms or regulations, the IRS may require us to substitute another trustee or custodian.

We may establish a policy requiring distribution of the entire balance of your HSA to you in cash or property if the balance of your HSA drops below the minimum balance required under the applicable investment or policy established.

- 11.09 Successor Custodian If our organization changes its name, reorganizes, merges with another organization (or comes under the control of any federal or state agency), or if our entire organization (or any portion that includes your HSA) is bought by another organization, that organization (or agency) will automatically become the trustee or custodian of your HSA, but only if it is the type of organization authorized to serve as an HSA trustee or custodian.
- 11.10 Amendments We have the right to amend this agreement at any time. Any amendment we make to comply with the Code and related regulations does not require your consent. You will be deemed to have consented to any other amendment, unless within 30 days from the date we send the amendment, you notify us in writing that you do not consent.
- 11.11 Withdrawals or Transfers All requests for withdrawal or transfer will be in writing on a form provided by or acceptable to us. The method of distribution must be specified in writing or in any other method acceptable to us. The tax identification number of the recipient must be provided to us before we are obligated to make a distribution. Withdrawals will be subject to all applicable tax and other laws and regulations, including but not limited to possible early distribution penalty taxes, surrender charges, and withholding requirements.

We may allow the return of mistaken distributions if there is clear and convincing evidence that the amounts distributed from the HSA were because of a mistake of fact due to reasonable cause. In determining whether this standard has been met, we may rely on your representation that the distribution was, in fact, a mistake.

In no event will we restrict HSA distributions to pay or reimburse only your qualified medical expenses. We may, however, on a case-by-case basis or as a matter of policy, place reasonable restrictions on both the frequency and the minimum amount of distributions from the HSA.

We may establish a policy whereby having a zero balance in your HSA may not cause the HSA to be closed. At our discretion, future contributions may be made to the HSA until you instruct us to close the HSA.

- 11.12 Transfers from Other Plans We can receive amounts transferred to this HSA from the trustee or custodian of another HSA. In addition, we can accept rollovers of an eligible amount from an Archer MSA. We reserve the right not to accept any transfer or rollover.
- 11.13 Liquidation of Assets We have the right to liquidate assets in your HSA if necessary to make distributions or to pay fees, expenses, taxes, penalties, or surrender charges properly chargeable against your HSA. If you fail to direct us as to which assets to liquidate, we will decide, in our complete and sole discretion, and you agree to not hold us liable for any adverse consequences that result from our decision.
- 11.14 Restrictions on the Fund Neither you nor any beneficiary may sell, transfer, or pledge any interest in your HSA in any manner whatsoever, except as provided by law or this agreement.

The assets in your HSA will not be responsible for the debts, contracts, or torts of any person entitled to distributions under this agreement.

11.15 What Law Applies – This agreement is subject to all applicable federal and state laws and regulations. If it is necessary to apply any state law to interpret and administer this agreement, the law of our domicile will govern.

If any part of this agreement is held to be illegal or invalid, the remaining parts will not be affected. Neither your nor our failure to enforce at any time or for any period of time any of the provisions of this agreement will be construed as a waiver of such provisions or your right or our right thereafter to enforce each and every such provision.

# **GENERAL INSTRUCTIONS**

Section references are to the Internal Revenue Code.

## **WHAT'S NEW**

**Additional Tax Increased** – For tax years beginning after December 31, 2010, the additional tax on distributions not used for qualified medical expenses increases from 10 percent to 20 percent.

## **PURPOSE OF FORM**

Form 5305-C is a model custodial account agreement that has been approved by the IRS. An HSA is established after the form is fully executed by both the account owner and the custodian. The form can be completed at any time during the tax year. This account must be created in the United States for the exclusive benefit of the account owner. **Do not** file Form 5305-C with the IRS. Instead, keep it with your records. For more information on HSAs, see Notice 2004-2, 2004-2 I.R.B. 269, Notice 2004-50, 2004-33 I.R.B. 196, Pub. 969, Health Savings Accounts and Other Tax-Favored Health Plans, and other IRS published guidance.

#### **DEFINITIONS**

**Identifying Number** – The account owner's Social Security number will serve as the identification number of this HSA. For married persons, each spouse who is eligible to open an HSA and wants to contribute to an HSA must establish his or her own account. An employer identification number (EIN) is required for an HSA for which a return is filed to report unrelated business taxable income. An EIN is also required for a common fund created for HSAs.

High Deductible Health Plan (HDHP) — For calendar year 2011, an HDHP for self-only coverage has a minimum annual deductible of \$1,200 and an annual out-of-pocket maximum (deductibles, co-payments and other amounts, but not premiums) of \$5,950. In 2012, the \$1,200 minimum annual deductible remains the same and the annual out-of-pocket maximum increases to \$6,050. For calendar year 2011, an HDHP for family coverage has a minimum annual deductible of \$2,400 and an annual out-of-pocket maximum of \$11,900. In 2012, the \$2,400 minimum annual deductible remains the same and the annual out-of-pocket maximum increases to \$12,100. These limits are subject to cost-of-living adjustments after 2012.

**Self-Only Coverage and Family Coverage Under an HDHP** – Family coverage means coverage that is not self-only coverage.

**Qualified Medical Expenses** – Qualified medical expenses are amounts paid for medical care as defined in section 213(d) for the account owner, his or her spouse, or dependents (as defined in section 152) but only to the extent that such amounts are not compensated for by insurance or otherwise. With certain exceptions, health insurance premiums are not qualified medical expenses.

**Custodian** – A custodian of an HSA must be a bank, an insurance company, a person previously approved by the IRS to be a custodian of an individual retirement account (IRA) or Archer MSA, or any other person approved by the IRS.

# SPECIFIC INSTRUCTIONS

Article XI — Article XI and any that follow it may incorporate additional provisions that are agreed to by the account owner and custodian. The additional provisions may include, for example, definitions, restrictions on rollover contributions from HSAs or Archer MSAs (requiring a rollover not later than 60 days after receipt of a distribution and limited to one rollover during a one-year period), investment powers, voting rights, exculpatory provisions, amendment and termination, removal of custodian, custodian's fees, state law requirements, treatment of excess contributions, distribution procedures (including frequency or minimum dollar amount), use of debit, credit, or stored-value cards, return of mistaken distributions, and descriptions of prohibited transactions. Attach additional pages if necessary.

# **DISCLOSURE STATEMENT**

# **REQUIREMENTS OF AN HSA**

- A. Cash Contributions Your contribution must be in cash, unless it is a rollover contribution.
- B. Maximum Contribution The total amount that may be contributed to your HSA for any taxable year is the sum of the limits determined separately for each month. The determination for each month is based on whether, as of the first day of such month, you are eligible to contribute and whether you have self-only or family coverage under a high deductible health plan (HDHP). If you have self-only coverage, the maximum monthly contribution is 1/12 of \$3,450 (for 2018) or \$3,500 (for 2019). If you have family coverage, the maximum monthly contribution is 1/12 of \$6,900 (for 2018) or \$7,000 (for 2019). These limits are subject to cost-of-living increases. In addition, if you have attained age 55 before the close of the taxable year, the annual contribution limit is increased by an additional amount not to exceed \$1,000 each year. The annual limit is decreased by aggregate contributions made to an Archer MSA and by any qualified HSA funding distributions from an IRA deposited into the HSA.

If you become HSA-eligible after the beginning of the year, you may make a full year's contribution up to the statutory contribution limit as long as you maintain eligibility during the testing period. The testing period begins the last month of the initial eligibility year and ends at the end of the 12-month period following that month. If you do not remain eligible during the testing period, you must include in your gross income the contributions made for the months that you were not otherwise eligible and pay a 10 percent penalty tax on the amount.

C. Contribution Eligibility – You are an eligible individual for any month if you (1) are covered under an HDHP on the first day of such month; (2) are not also covered by any other health plan that is not an HDHP and that provides coverage for any benefit covered under the HDHP (with limited exceptions); (3) are not enrolled in Medicare; and (4) are not eligible to be claimed as a dependent on another person's tax return.

In general, an HDHP is a health plan that satisfies certain requirements with respect to deductibles and out-of-pocket expenses. Specifically, an HDHP has an annual deductible of at least \$1,350 (for 2018 and 2019) for self-only coverage and at least \$2,700 (for 2018 and 2019) for family coverage. In addition, the sum of the annual out-of-pocket expenses required to be paid (deductibles, copayments, and amounts other than premiums) cannot exceed \$6,650 (for 2018) or \$6,750 (for 2019) for self-only coverage and \$13,300 (for 2018) or \$13,500 (for 2019) for family coverage. All of these dollar amounts may be adjusted annually for cost-of-living increases.

- D. **Nonforfeitability** Your interest in your HSA is nonforfeitable.
- E. **Eligible Custodians** The custodian of your HSA must be a bank, savings and loan association, credit union, or a person or entity approved by the Secretary of the Treasury.
- F. Commingling Assets The assets of your HSA cannot be commingled with other property except in a common custodial fund or common investment fund.
- G. Life Insurance No portion of your HSA may be invested in life insurance contracts.

# **INCOME TAX CONSEQUENCES OF ESTABLISHING AN HSA**

A. **HSA Deductibility** – If you are eligible to contribute to your HSA for any month during the taxable year, amounts contributed to your HSA are deductible in determining adjusted gross income up to the maximum contribution limits discussed above. The deduction is allowed

- regardless of whether you itemize deductions. Employer contributions to your HSA are excludable from your gross income and you cannot deduct such amounts on your tax return as HSA contributions.
- B. Contribution Deadline The deadline for making an HSA contribution is your tax return due date (not including extensions). You may designate a contribution as a contribution for the preceding taxable year in a manner acceptable to us. For example, if you are a calendar-year taxpayer and you make your HSA contribution on or before your tax filing deadline, your contribution is considered to have been made for the previous tax year if you designate it as such.
- C. Excess Contributions An excess contribution is any amount that is contributed to your HSA that exceeds the amount that you are eligible to contribute. If the excess is not corrected timely, an additional penalty tax of six percent will be imposed upon the excess amount. The procedure for correcting an excess is determined by the timeliness of the correction as identified below.
  - Removal Before Your Tax Filing Deadline. An excess contribution
    may be corrected by withdrawing the excess amount, along with
    the earnings attributable to the excess, before your tax filing
    deadline, including extensions, for the year for which the excess
    contribution was made. An excess withdrawn under this method is
    not taxable to you, but you must include the earnings attributable
    to the excess in your taxable income in the year in which the
    contribution was made. The six percent excess contribution penalty
    tax will be avoided.
  - Removal After Your Tax Filing Deadline. If you are correcting an
    excess contribution after your tax filing deadline, including
    extensions, remove only the amount of the excess contribution.
    The six percent excess contribution penalty tax will be imposed on
    the excess contribution for each year it remains in the HSA.
  - 3. Carry Forward to a Subsequent Year. If you do not withdraw the excess contribution, you may carry forward the contribution for a subsequent tax year. To do so, you under-contribute for that tax year and carry the excess contribution amount forward to that year on your tax return. The six percent excess contribution penalty tax will be imposed on the excess amount for each year that it remains as an excess contribution at the end of the year.

You must file IRS Form 5329 along with your income tax return to report and remit any additional penalty taxes to the IRS.

- D. **Tax-Deferred Earnings** The investment earnings of your HSA are not subject to federal income tax until distributions are made (or, in certain instances, when distributions are deemed to be made).
- E. Taxation of Distributions Distributions taken from your HSA to pay for qualified medical expenses or to reimburse you for qualified medical expenses that you already paid are excluded from your gross income. Qualified medical expenses are amounts you pay for medical care (as defined in Internal Revenue Code Section (IRC Sec.) 213(d)) for yourself, your spouse, and your dependents (as defined in IRC Sec. 152), but only to the extent that such amounts are incurred after the HSA was established and are not covered by insurance or otherwise. For a general description of qualified medical expenses, refer to IRS Publication 502, *Medical and Dental Expenses*, available at www.irs.gov. Distributions made for purposes other than qualified medical expenses are included in your gross income and are subject to an additional 20 percent penalty tax. This additional 20 percent penalty tax will apply unless a distribution is made on account of (1) attainment of age 65, (2) death, or (3) disability.

Withdrawals from your HSA are not subject to federal income tax withholding.

- F. Rollovers Your HSA may be rolled over to another HSA of yours or may receive rollover contributions, provided that all of the applicable rollover rules are followed. Rollover is a term used to describe a tax-free movement of cash or other property between any of your HSAs. The general rollover rules are summarized below. These transactions are often complex. If you have any questions regarding a rollover, please see a competent tax advisor.
  - 1. HSA or Archer MSA to HSA Rollovers. Assets distributed from your HSA may be rolled over to an HSA of yours if the requirements of IRC Sec. 223(f)(5) are met. A proper HSA to HSA rollover is completed if all or part of the distribution is rolled over not later than 60 days after the distribution is received. You may make only one rollover contribution to an HSA during a 12-month period.
    - Assets distributed from your Archer MSA also may be rolled over to your HSA. A proper Archer MSA to HSA rollover is completed if all or part of the distribution is rolled over not later than 60 days after the distribution is received.
  - Written Election. At the time you make a rollover to an HSA, you must designate in writing to the custodian your election to treat that contribution as a rollover. Once made, the rollover election is irrevocable.
- G. Qualified HSA Funding Distributions If you are eligible to contribute to an HSA, you may be eligible to take a one-time, tax-free HSA funding distribution from your IRA and directly deposit it to your HSA. The amount of the qualified HSA funding distribution may not exceed the maximum HSA contribution limit in effect for the type of HDHP coverage (i.e., self-only or family coverage) that you have at the time of the deposit, and counts toward your HSA contribution limit for that year. If you do not remain HSA-eligible (for reasons other than death or disability) for 12 months following the transaction, the amount of the transaction is subject to taxation and a 10 percent penalty tax. For further detailed information, see IRS Publication 969, Health Savings Accounts and Other Tax-Favored Health Plans.
- H. **Beneficiary Issues** If you die and your beneficiary is your spouse, your HSA (or the relevant portion thereof) will become your spouse's HSA as of the date of your death.

If your beneficiary is not your spouse, the HSA (or the relevant portion thereof) will cease to be an HSA as of the date of your death.

If the beneficiary is your estate, the fair market value of the account as of your date of death is taxable on your final tax return. For other beneficiaries, the fair market value of the account is taxable to that beneficiary in the tax year that includes the date of death.

## LIMITATIONS AND RESTRICTIONS

- A. **Deduction of Rollovers and Transfers –** A deduction is not allowed for rollover or transfer contributions.
- B. **Prohibited Transactions** If you or your beneficiary engage in a prohibited transaction with your HSA, as described in IRC Sec. 4975, your HSA will lose its tax-exempt status and you must include the value of your account in your gross income for that taxable year. Overdrawing your HSA is considered a prohibited transaction.
- C. **Pledging** If you pledge any portion of your HSA as collateral for a loan, the amount so pledged will be treated as a distribution and will be included in your gross income for that year.

#### **OTHER**

- A. IRS Plan Approval The agreement used to establish this HSA has been approved by the IRS. The IRS approval is a determination only as to form. It is not an endorsement of the plan in operation or of the investments offered.
- B. Important Information About Procedures for Opening a New Account To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial organizations to obtain, verify, and record information that identifies each person who opens an account. Therefore, when you open an HSA, you are required to provide your name, residential address, date of birth, and identification number. We may require other information that will allow us to identify you.

# SUBACCOUNT DISCLOSURE ADDENDUM TO DEPOSIT ACCOUNT AGREEMENT

# Financial Institution - Name and Address

Peoples Bank 3100 Woburn St Bellingham, WA 98226

128 Barkley Financial Center

CHECKING ACCOUNT WITH SUBACCOUNTS. This provision only applies to your account if it is a transaction account, such as a checking or a NOW account. Your account consists of two subaccounts: A checking subaccount and a savings subaccount. The checking subaccount is your transaction account. We may use either a savings account or money market account as your savings subaccount.

If the amount of money in your checking subaccount exceeds a certain threshold amount, we will transfer the amount above the threshold amount into your savings subaccount. We will make this transfer at the beginning of each monthly statement period. We determine the threshold amount in our sole discretion. If on any day the daily beginning balance in your checking subaccount is less than the total of the new debits (such as checks and other withdrawals), then money will be automatically transferred from your savings subaccount back to your checking subaccount. The amount transferred back to the checking subaccount will be the total of the debits minus the daily beginning balance, but will not exceed the amount of money in the savings subaccount. If six transfers from the savings subaccount to the checking subaccount occur during any statement period, then the entire balance of the savings subaccount will be transferred to your checking subaccount for the remainder of that statement period.

The transfers between the subaccounts will occur only on our books and will not affect the balance, interest, fees, or features of your account. Other than as described above, the Deposit Account Agreement controls your account as if there were no subaccounts.

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# **Security Tips**

# Keeping your personal, private information secure.

Be cautious when sharing your personal information. Peoples Bank will never ask for your social security number, user ID, account number, or password via email or phone when we call you. Never provide your social security number, user ID, account number, or password via email or by phone to businesses or persons you do not know. Never authorize someone else to "use" your account to negotiate checks, make deposits, or receive or send wire transfers.

**Keep your contact information current.** Correct email addresses, cell phone numbers, and mailing addresses ensure we can contact you regarding your account, including notification and alert features.

Be cautious of suspicious emails or phone calls. Be skeptical of unsolicited emails and calls. Legitimate companies will never contact you via phone or email with a request to provide your social security number, username, password, or account information. Even if it is a company you do business with, if you did not expect the request or if the request isn't logical, you should verify the company sent it before responding. Never call back a number provided on the solicitation itself. Use a known public phone number or email contact.

**Use online statements to protect from mail fraud.** Protect your account information by signing up for online statements. Electronic delivery of statements eliminates the risk of mail theft. Online statements may be reviewed, printed, or downloaded through your secure Peoples Online Banking account.

**Notifications and Alerts.** Use online banking alerts to monitor transactions and online banking activity. Within online banking, you can enroll in email and text alerts that will generate notifications to alert you of transaction activity or balance information according to criteria you have established.

Keep your passwords, personal identification numbers (PINs), and account codes secret. Your User ID and password are the most critical layer in online banking security. Use truly unique passwords that only you know. Longer passwords that include special characters and numbers are more secure. Avoid names, dates, or common phrases that might be guessed.

**Use the passcode lock on your smartphone and other devices.** The more security layers, the more difficult it is for thieves to access your information if your device is lost or stolen.

Peoples Bank



# Security Tips continued

**Keep your systems up to date.** Install updates and use antivirus software where available for all systems that access financial information. Timely installation of updates is important to safeguard your personal and financial information.

**Traveling with your card:** If you intend to travel out of state or internationally and you wish to have access to your Peoples Bank account during that time, please contact customer service (1-800-584-8859) at least 48-hours prior to departure to have the restriction lifted.

**For Business Customers.** Develop a good employee education program that covers current scams and fraud. Establish unique usernames and passwords for your staff. Limit access to functionality that is necessary for their work. Utilize transaction limits, tokens or out-of-band approval, and dual control for ACH and wire transactions.

**Reporting Security Concerns.** If you suspect that you have been the victim of fraud or identity theft, see unauthorized transactions, believe that your online banking credentials have been compromised, have a lost or stolen card, wallet or purse, or have received suspicious emails or checks for deposit, please contact us immediately at 1-800-584-8859.

# Additional Resources:

Identity Theft:

https://www.identitutheft.gov/

Stay Safe Online:

https://staysafeonline.org/stay-safe-online/

Federal Trade Commission scam updates:

https://www.consumer.ftc.gov/features/scam-alerts

Peoples Bank Security Center:

https://www.peoplesbank-wa.com/online-security

Peoples Bank