



You may use Community Financial Members Federal Credit Union's Bill Pay Service, "ePay" to direct Community Financial to make payments from your designated checking account to the "Payees" you choose in accordance with this agreement. The terms and conditions of this agreement are in addition to the account agreements, disclosures and other documents in effect from time to time governing your account. Access to ePay is through the credit union's online banking service eBanking or its Mobile Banking app.

SERVICE FEES

There is no monthly service fee for the ePay service.

A fee applies for expedited payment deliveries. These fees will be disclosed to you at time of set up. A Bill Payment Check Copy may be requested. There will be a fee deducted from your account for each check copy request.

The Credit Union has the right to change fees at any time. Additional fees will not be assessed without notice to you. You authorize the Credit Union to utilize any processor of our choice to provide this service to you on the Credit Union's behalf.

HOW TO SET UP PAYEES/PAYMENTS

If you want to add a new Payee, select the "PAYEE" tab located in the service or speak to a service representative. You may add a new fixed payment to a "Payee" by accessing the service and entering the appropriate information. Most other additions, deletions, or changes can be made in writing or by using the service. The Financial Institution reserves the right to refuse the designation of a "Payee" for any reason. You may pay any "Payee" with-in the United States (including U.S. territories and APO's / AEO's). The Financial Institution is not responsible for payments that cannot be made due to incomplete, incorrect, or outdated information.

THE BILL PAYING PROCESS

Single Payments – a single payment will be processed on the business day (generally Monday through Friday, except certain holidays) that you designate as the payment's processing date, provided the payment is submitted prior to the daily cut-off time on that date. The daily cut-off time, which is controlled by the Financial Institution, is currently 3 p.m.

A single payment submitted after the cut-off time on the designated process date will be processed on the next business day. If you designate a non-business date (generally weekends and certain holidays) as the payment's processing date, the payment will be processed on the first business day following the designated processing date.

Recurring Payments - When a recurring payment is processed, it is automatically rescheduled by the system. Based upon your selected frequency settings for the payment, a processing date is calculated for the next occurrence of the payment. If the calculated processing date is a non-business date (generally weekends and certain holidays), it is adjusted based upon the following rules:

If the recurring payment's "Pay Before" option is selected, the processing date for the new occurrence of the payment is adjusted to the first business date prior to the calculated processing date.

If the recurring payment's "Pay After" option is selected, the processing date for the new occurrence of the payment is adjusted to the first business date after the calculated processing date.

Note: If your frequency settings for the recurring payment specify the 29th, 30th, or 31st as a particular day of the month for processing and that day does not exist in the month of the calculated processing date, then the last calendar day of that month is used as the calculated processing date.

SINGLE AND RECURRING PAYMENTS

The system will calculate the *Estimated Arrival Date* of your payment. This is only an estimate, so please allow ample time for your payments to reach your "Payee".

PAYMENT LIMITS

Payments made to both companies and individuals are \$15,000 per electronic (ACH) or check (print) payment. Payments sent to individual via email are limited to \$2,500 each.

CANCELING A PAYMENT

A bill payment can be changed or canceled any time prior to the cutoff time on the scheduled processing date. Stop payments may only be requested on or after the date funds are withdrawn from your checking account. There will be a fee deducted from your account for each stop payment request.

AVAILABLE FUNDS

If sufficient funds are not available in your checking account on the date you scheduled a payment to be deducted, no payment will be sent. Instead, that transaction will result in an Overdraft to your checking account. You will be required to make arrangements to pay the vendor by other means. In the event of repetitive failed payments, we reserve the right to terminate your subscription to the Bill Payer service. This termination may be without prior notice to you.

LIABILITY

- You are solely responsible for controlling the safekeeping of and access to your Password.
- If you want to terminate another person's authority to use the ePay service, you must notify the Community Financial and arrange to change your Password.
- You will be responsible for any bill payment request you make that contains an error or is a duplicate of another bill payment.
- Community Financial is not responsible for a bill payment that is not made if you did not properly follow the instructions for making a bill payment.
- Community Financial is not liable for any failure to make a bill payment if you fail to promptly notify the Community Financial after you learn that you have not received credit from a "Payee" for a bill payment.
- Community Financial is not responsible for your acts or omissions or those of any other person, including, without limitation, any transmission or communications facility, and no such party shall be deemed to be the Financial Institution's agent.

AMENDMENT

Community Financial has the right to change this agreement at any time by notice mailed to you at the last address shown for the account on the Community Financials records, by posting notice in branches of Community Financial, or as otherwise permitted by law.

TERMINATION

- Community Financial has the right to terminate this agreement at any time.
- You may terminate this agreement by written notice to Community Financial.
- Community Financial is not responsible for any fixed payment made before the Community Financial has a reasonable opportunity to act on your termination notice.
- You remain obligated for any payments made by Community Financial on your behalf.