

# FIRST ATLANTIC FEDERAL CREDIT UNION

## AUTOMATIC FUNDS TRANSFER AUTHORIZATION VIA THE AUTOMATED CLEARING HOUSE (ACH)

By completing and signing this form, you authorize First Atlantic to establish transfers from or to your First Atlantic account on a schedule you establish as specified herein. **Note: If form is incomplete, transfer will *not* occur.**

1. **One account must be a First Atlantic Account and the other must be a checking account at another financial institution.**
2. **You must be THE owner of the checking account.**
3. **You may use this form to authorize transfers:**
  - **From your external checking account at another financial institution to pay a First Atlantic loan, including consumer loan, FAFCU Line of Credit, Home Equity Line of Credit or Mortgage account.**
  - **From your First Atlantic checking account to an account at another financial institution.**

TRANSFER "FROM" CHECKING ACCOUNT	TRANSFER "TO" ACCOUNT
1. LEGAL NAME ON ACCOUNT	1. LEGAL NAME ON ACCOUNT
2. ACCOUNT NUMBER	2. ACCOUNT NUMBER
3. <input type="checkbox"/> FIRST ATLANTIC CHECKING ACCOUNT	3. <input type="checkbox"/> FIRST ATLANTIC CHECKING ACCOUNT
<input type="checkbox"/> NON-FIRST ATLANTIC CHECKING ACCOUNT	<input type="checkbox"/> NON-FIRST ATLANTIC CHECKING ACCOUNT <input type="checkbox"/> CONSUMER LOAN <input type="checkbox"/> CREDIT CARD <input type="checkbox"/> HOME EQUITYLINE <input type="checkbox"/> FAFCUchek <input type="checkbox"/> LEASE

COMPLETE ITEMS 4 AND 5 BELOW IF "FROM OR TO" ACCOUNT IS A NON-FIRST ATLANTIC ACCOUNT	
4. FINANCIAL INSTITUTION NAME	4. FINANCIAL INSTITUTION NAME
5. ACCOUNT ROUTING & TRANSIT NUMBER	5. ACCOUNT ROUTING & TRANSIT NUMBER
6. AMOUNT OF TRANSFER _____	
7. DATE OF FIRST TRANSFER _____	
8. NUMBER OF TRANSFERS OR _____ PAY UNTIL FURTHER NOTICE	

**FREQUENCY (PLEASE CHECK ONE)**

- ONCE A WEEK   
  ONCE A MONTH   
  TWICE A MONTH ON \_\_\_\_\_ AND \_\_\_\_\_ (EX., Every 1st and 15th)  
 EVERY TWO WEEKS   
  EVERY TWO MONTHS   
  EVERY SIX MONTHS  
 EVERY FOUR WEEKS   
  EVERY THREE MONTHS   
  EVERY TWELVE MONTHS   
  ONE TIME ONLY

**Transfers to an account at another financial institution may be requested for a minimum of \$5.00 to a maximum of \$2,500.00. The total of all transfers to an account at another financial institution is limited to \$2,500.00 per calendar day. Transfers to First Atlantic Loans are limited to amounts from \$5.00 to \$10,000.00 per day.**

- **Transfer** requests will be processed on the day requested, unless the scheduled date falls on a weekend or federal holiday. In this event, the transfer will be made on the business day preceding the weekend or federal holiday, when possible. For transfers to a checking account at another financial institution, we cannot guarantee when the receiving financial institution will make the

funds available. Typically, the funds you are transferring will be available to the recipient within two or three business days.

- **To cancel** this authorization you must contact First Atlantic no less than (3) business days prior to the next scheduled transfer. The transfer may not be able to be stopped if notice is provided in less than three days. You may contact First Atlantic at 1-800-342-1184, 24 hours per day, by visiting a First Atlantic branch or, if you are enrolled, by signing on to First Atlantic Online Account Access.
- **If the automatic transfer** is returned for any reason, including non-sufficient funds, First Atlantic may assess a fee, as specified in First Atlantic's schedule of fees. First Atlantic may attempt to submit the transfer one (1) additional time before deeming the transfer as an unpaid return.
- **First Atlantic** has the right to terminate this authorization agreement for any reason.

ACCOUNT HOLDER  
SIGNATURE

CONTACT PHONE  
NUMBER

ACCOUNT NUMBER

DATE (MO., DAY, YR.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ - - -      - - - \_\_\_\_\_

The **Routing and Transit Number** can be found at the bottom of a check from the receiving financial institution. It is always nine digits long and is always bracketed by the computer symbol that looks like a vertical line followed by two dots. The other two numbers are the account number and the check number. **Note: First Atlantic's routing number is 2212-7577 9.**