

**CENTRAL MAINE FEDERAL CREDIT UNION
ACH STOP DEBIT REQUEST**

As a service to our members, the credit union offers an ACH Stop Debit. The ACH Stop Debit is placed on the "source code" a company is using to withdraw funds from your account. This stop only prevents withdrawals based on specific source codes. For example, your Fitness Club currently uses the code "health club" to withdraw your monthly dues directly from your checking or statement savings account. We can place a stop for that particular source code of "health club." This will prevent any additional withdrawals from being taken from your account. However, it is important to realize that your Fitness Club can at any time modify the source code they use to take monies from your account. For example, they change their source code from "health club" to "health club dues," and then your current stop will not prevent them from gaining access to your funds. The company is not legally bound to notify its customers in the event of a change in their source code.

The credit union is unable to know any and all possible source codes that an individual company may use to withdraw funds from your account. We are not responsible if the company successfully withdraws money from your account under a new source code. We are not notified about changing source code information, and we are unable to track these possible changes. The credit union is unable to monitor your account for changes in source codes, as this is an automated process transmitted via the Federal Reserve Bank of Boston.

The only way to guarantee that a company will stop electronically debiting the funds from your account is to obtain a written guarantee from that company. The credit union cannot provide this guarantee. It is incumbent upon you to contact the company, and ensure that they will comply with your wishes.

This stop only removes the company's access to your funds using that specific source code. If the source code is unknown, you will be advised to close the account and open a new one. It does not eradicate any existing enforceable agreements, either verbal or written, between you and the company. The ACH Stop Debit does not prevent the company from contacting you or attempting to collect the funds from you should they have an enforceable agreement.

If you choose to close your account, we will watch for ACH credits and post any we find to your new account for fourteen days. This does not include ACH debits. ACH debits will be returned to the Originator as "Account Closed." You are also responsible for contacting the companies to make them aware of the change in account status for all ACH entries. After fourteen days, the old account number is no longer recognized by the system and will reject any ACH transactions to the Originator. Federal Privacy Regulations prohibit us from contacting the company and providing them with your new account information.

We require a minimum three-business day notice to process an ACH Stop Debit Request. If you wish to cancel a previously placed ACH Stop Debit, you must come to the credit union to sign a form releasing the stop debit. The fee for an ACH Stop Debit is \$20.00.

Member Name: _____ Account Number: _____

Source Code: _____

Date of Debit: _____ Amount: _____

I indemnify Central Maine Federal Credit Union from and against any and all claims resulting from complying with this request. I further state that this request was not made with fraudulent intent by me or any person acting in concert with me, and that the signature below is my own proper signature.

I certify that I have read, understood, and agree with the terms and conditions above.

Member Signature: _____ Date: _____

Processed by: _____ Date: _____