



FI Transfer Service Agreement

Accounts which require two signatures for withdrawal are not eligible for this service.

Within **hvbonline** you may separately enroll for the FI Transfer service ("Service"). This Service allows you to transfer funds between your linked deposit accounts at Hocking Valley Bank and specified deposit accounts at other financial institutions. An inbound transfer moves funds *into* an account at Hocking Valley Bank; an outbound transfer moves funds *from* an account at Hocking Valley Bank to an account outside Hocking Valley Bank.

Each non-Hocking Valley Bank account that you wish to use for this Service must be enrolled. You agree that you will only attempt to enroll accounts for which you have the authority to transfer funds. All accounts requested to be included as part of the Service will be verified in accordance with Hocking Valley Bank's procedures with a verification process completed by you for each account prior to use of the Service. In order to finalize account enrollment, verification must be completed within 10 days of enrolling of an account for the Service.

Notification that your request for the Service has been approved, along with instructions for completing the verification process, will be sent to you via e-mail notification upon our approval of your request. Verification instructions will also be displayed to you during the account enrollment process after logging onto **hvbonline**.

Funds requested to be transferred will be debited/credited to your account on the business day **FOLLOWING** the day you initiate the transfer, provided you have met the bank's cutoff time for submitting it. In the case of a future-dated or recurring transfer, these time limits will be the business day following the scheduled date of the transfer. The cutoff time for initiating transfers is 5:30 PM Eastern Time. Funds requested to be transferred will be debited/credited to the non-Hocking Valley Bank account according to the receiving bank's availability and transaction processing schedule.

Requests for immediate transfers of funds **CANNOT BE CANCELED**. Future-dated and recurring transfers, however, can be canceled by 3:00 PM EST the day **PRIOR** to the scheduled transfer date. If the transfer status is In Process, Pending, or Processed, the transfer **CANNOT BE CANCELED**.

Though we reserve the right to assess a fee for the Service upon 30 days written notice to you, there are currently no fees for the Service.

Transfers are subject to the following limits unless otherwise agreed upon by you and Hocking Valley Bank:

Three inbound transfers per day not to exceed a total of \$5,000*.

Three outbound transfers per day not to exceed a total of \$5,000*.

The above limits apply to the total of all FI Transfers for accounts enrolled in the Service. Should you wish to request that the above daily transfer limitations be amended to a number and dollar amount specific to your needs, please note the request below:

1. _____ inbound transfers per day not to exceed a total of \$_____.*
2. _____ outbound transfers per day not to exceed a total of \$_____.*

*Please note that we may change or terminate your dollar and/or transfer limits at any time. Should we choose to do this, you will receive notification from us via e-mail.

Unless specifically listed in this agreement, this Service is subject to the definitions and terms of the original **hvbonline** enrollment form signed by you when opening your **hvbonline** account or any amendments thereto.

By signing below, you agree to the terms of the FI Transfer Service Agreement.

hvbonline User Signature

Printed Name

hvbonline ID Number

Date

Bank Use Only

Employee processing user request _____ Date _____

hvbonline user is authorized for the FI Transfer Service. _____

hvbonline user is not authorize for the FI Transfer Service. _____

A completed FI Transfer Underwriting Worksheet is required for all **hvbonline** users authorized to use the Service.

hvbonline user is authorized user is not authorized for the FI Transfer Service.