

This is your bill paying agreement with **Rock Valley Credit Union**

You may use **Rock Valley Credit Union** bill paying service, **iPay**, to direct **Rock Valley Credit Union**, **RVCU**, 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.

Instructions for Setting up Payees & Payments:

Payees: If you want to add a new Payee, first select the Payee tab located in the bill pay or speak to a service representative.

- o RVCU reserves the right to refuse the designation of a Payee for any reason.

Payments: You may add a new 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.

- o You may pay any Payee within the United States, including U.S. territories and APOs / AEOs.
- o RVCU is not responsible for payments that cannot be made due to incomplete, incorrect, or outdated information.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 payments processing date, provided the payment is submitted prior to the daily cutoff time on that date. The daily cutoff time is currently **1:00 PM CST**.

A single payment submitted after the cutoff 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 payments 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.

Note: If your frequency settings for the recurring payment specify the 29th, 30th, or 31st 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 Payees.

Cancelling a Payment

A bill payment can be changed or cancelled any time prior to the cutoff time on the scheduled processing date.

Liability

- You will be responsible for any bill payment request you make that contains an error or is a duplicate of another bill payment.
- RVCU is not responsible for a bill payment that is not made if you did not properly follow the instructions for making a bill payment.
- RVCU is not liable for any failure to make a bill payment if you fail to promptly notify the credit union after you learn that you have not received credit from a Payee for a bill payment.
- RVCU 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 RVCUs agent.

Amendment

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

Termination

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

Miscellaneous Fees

- Rush Delivery:
ACH Payment : \$14.95
Check :
Overnight - \$19.95
Second Day Rush - \$14.95
- Gift Check : \$2.99
- Charitable Donation Check : \$1.99
- NSF Item : \$30.00