

Plano TX 75024

## PROCESS AS PROVISIONAL – Provisional credit received 4 to 5 working days from date item received at Catalyst Corporate and is susceptible to returns.

| *Date:                                                                              | *Corporate Account Number: |                                                                                     |  |
|-------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------------------------------------------|--|
| *Credit Union Name:                                                                 |                            |                                                                                     |  |
| *Phone Number:                                                                      | *Submitted by:             |                                                                                     |  |
| *Fax Number or Email Address:                                                       |                            |                                                                                     |  |
| *Address of Credit Union: (For returns or correspondence associated with this item) |                            | Submit Form and Original to:                                                        |  |
|                                                                                     |                            | Catalyst Corporate FCU<br>Attn: International Collection<br>6801 Parkwood Boulevard |  |

## \*Required

## Do **NOT** include GLBA data on this form.

| Reference number<br>assigned by credit union<br>(10 digits or less) | Face Amount<br>of Draft | Catalyst use only |         |        |
|---------------------------------------------------------------------|-------------------------|-------------------|---------|--------|
|                                                                     |                         | Туре              | CC Ref# | Reason |
|                                                                     |                         |                   |         |        |
|                                                                     |                         |                   |         |        |
|                                                                     |                         |                   |         |        |
|                                                                     |                         |                   |         |        |

## **Provisional Credit Cash Letter Items:**

- For drafts made payable in U.S. Dollars and drawn on a financial institution in Canada.
- For drafts made **payable in a foreign currency** and drawn on a financial institution in the same **foreign country**. *Example*: Australian Bank/Australian Dollars

**Please note:** These items receive provisional credit therefore, they are not guaranteed funds and the credit may be withdrawn for reasons including, but not limited to, insufficient funds or closed account. All returns will also be subject to exchange rate risk and related return fees. For your protection, drafts you suspect may be uncollectible or pose a larger than acceptable return risk should be submitted as <u>Collected Credit Cash Letter</u> items.

Before submitting a foreign item for processing please verify all items have a Remitter (Issuer, Maker) on the check and the date is not older than five months.



