



## ***Business Courtesy Coverage Plus - Q and A***

### **What is Business Courtesy Coverage Plus?**

Business Courtesy Cover Plus is a discretionary, non-contractual courtesy, where we strive to pay your overdrawn items and charge our standard NSF/OD fee of \$35.00 for each item overdrawn. This program is a discretionary courtesy and may be withdrawn at any time. Our payment of your NSF item is NOT guaranteed.

### **How will it benefit me?**

In the event something unexpected happens where your account does not have the available funds to cover your checks, ATM withdrawals, debit card transactions, preauthorized automatic debits, telephone-initiated transfers or other electronic transactions, this program may help you avoid the embarrassment and cost of returned items.

### **What if I already have another type of Overdraft Protection (transfers from another Bank of Botetourt deposit account, line of credit, or VISA® cash advance)?**

Your linked Overdraft Protection account will remain unchanged, and in the event of an overdraft, will be accessed for coverage before our Business Courtesy Coverage Plus service.

### **What types of transactions are covered by Business Courtesy Coverage Plus?**

We extend our Courtesy Coverage Plus automatically to eligible business accounts for the following types of transactions.

- Checks
- Automatic Bill Payments
- Telephone-initiated transfers or other electronic transfers
- Preauthorized automatic debits
- ATM withdrawals and transfers *\*this applies to all debit cardholders on the account\**
- Every day and recurring debit card transactions *\*this applies to all debit cardholders on the account\**

### **What if I do not want all debit cardholders on my account to have automatic access to ATM withdrawals and debit card transactions?**

Business Courtesy Coverage Plus does extend to all debit cardholders with active cards linked to your business checking account. If you do not wish to allow all debit cardholders on your account access to ATM withdrawals or everyday debit card transactions via Business Courtesy Coverage Plus, please contact us at (540)591-5000. We can remove Business Courtesy Coverage Plus from your account and replace it with Business Courtesy Coverage. Business Courtesy Coverage will provide overdraft protection for checks, automatic bill payments, telephone-initiated transfers, other electronic transfer and/or preauthorized automatic debits and any

applicable recurring debit card transactions but will not apply to ATM withdrawals or transfers or everyday debit card transactions.

**Will ATM and everyday (one-time) debit card transactions, included as a part of my Business Courtesy Coverage Plus, always be authorized regardless of available funds?**

Unfortunately, no. However, it is our policy to strive to pay all overdraft items up to what is reasonable for each account based on account history.

**What fees are associated with overdrawing my account?**

You will be charged a fee each time we pay an overdraft. The following limits apply:

- \$35.00 per item that overdraws your account.
- No overdraft fees will be charged for resulting overdraft account balances less than \$5.00

**Can I remove Business Courtesy Coverage Plus from or add it to my business checking account at any time?**

Yes, you may choose to remove Business Courtesy Coverage Plus from or add it to your business checking account at any time. However, please allow two business days for the change to go into effect. When account is not enrolled in Business Courtesy Coverage Plus, we will continue to strive to pay any overdraft items via our discretionary overdraft service, Business Courtesy Coverage.

