



Main Office
P.O. Box 862998
220 Paul W. Bryant Drive, East
Tuscaloosa, AL 35486-0027
Phone (205) 348-5944
(888) 817-2002
Fax (205) 348-2338

Cullman
301 Elizabeth Street
Cullman, AL 35055

Decatur
1325 Pt. Mallard Parkway
Decatur, AL 35603

Fayette
Town & Square Plaza
1630 Temple Avenue
Fayette, AL 35555

Ferguson Center
UA Campus
Tuscaloosa, AL 35487

Foley
404 South McKenzie Street
Foley, AL 36535

Gulf Shores
208 West Ft. Morgan Road
Gulf Shores, AL 36542

Hillcrest
915 Mally Street
Tuscaloosa, AL 35405

Huntington
4600 Rose Boulevard
Northport, AL 35475

Huntsville
UAH Campus
851 John Wright Drive
Huntsville, AL 35899

Indian Hills
1665 McFarland Blvd. North
Tuscaloosa, AL 35406

Lake Tuscaloosa
New Watermelon Road
Tuscaloosa, AL 35406

At Mercedes-Benz U.S. International
1 Mercedes Drive
Vance, AL 35490

-and-
MBUSI East Team Member Services Building

Orange Beach
24254 Canal Road
Orange Beach, AL 36561

South Huntsville
4800 Whitesburg Drive, Suite 43
Huntsville, AL 35801

www.AlabamaCU.com

REVISED PROCEDURE FOR ESTABLISHING AND MAINTAINING UA STUDENT ORGANIZATIONAL ACCOUNTS

August 2007

TO: UA Advisors of UA Student Organizations
Officers of UA Student Organizations & Associations
Authorized Signers of Student Organizations & Associations

Welcome to a new school year, and the opportunities available to you through your membership in a UA student organization! Conducting financial business for your organization is a privilege and a responsibility; we at Alabama Credit Union are here to assist you in establishing and maintaining an Account. We'll need information, photo IDs, Social Security or tax ID numbers, and signatures to activate your organization's account. The attached The University of Alabama Student Association Account Agreement and Association Resolution, as well as Account disclosures titled Membership & Account Agreement, Truth In Savings & Fee Schedule, Electronic Funds Transfer Disclosure, Expedited Funds Availability Act Disclosure, Privacy Policy, and USA Patriot Act Disclosure all apply to the Account you are involved with.

Here is a summary of the basic roles of the various parties to the Account:

- **UA Advisor** – allowed no transactional access to the Account and has no personal financial responsibility to Alabama Credit Union for Account activity; responsible for providing to Alabama Credit Union the names and contact info of persons who will be Authorized Signers of the Account, and for arranging for officers to complete (not visit) and Authorized Signers to visit Alabama Credit Union to complete the attached document before October 1. The best way to accomplish this is by scheduling an appointment to bring every Authorized Signer to Alabama Credit Union at one time; each Authorized Signer and the UA Advisor must bring a valid U.S. Government-issued photo ID (such as a driver license). To schedule an appointment, please call 348-9967. UA Advisor may conduct certain non-financial transactions as defined in the attached Account Agreement. *If we do not receive the completed document by October 1, we may close the Account without notice to anyone.*
- **Authorized Signer(s)** – allowed transactional access to the Account; may conduct inquiries, withdrawals, deposits, and transfers; may endorse checks made payable to the organization for deposit to the Account; may not endorse checks made payable to any party other than the organization for deposit to the Account; may use transactional access devices such as checks/share drafts, Call24 system, Credit Union Service Centers offices, ACUiBranch[®], and a VISA ATM/Debit Card, if provided by Alabama Credit Union; responsible for reading the Account agreements and disclosures, managing the Account balance and securing any access devices that may be issued by Alabama Credit Union; may change Account address and request Account records; responsible for providing access devices and Account records to new Authorized Signers when being replaced.
- **Organization Officers** – the President, Secretary, and UA Advisor must complete the Account Resolution, authorizing the Authorized Signers to conduct business using the Account. *It is not necessary for the President and Secretary to visit Alabama Credit Union to complete the Association Resolution section of the attached document; they may obtain the document from the UA Advisor and return it to him/her when complete.*

So, here's what needs to happen next:

- The organization must be a registered organization with UA's Dean Of Students' office. To register, click on <http://studentinvolvement.ua.edu/index.cfm>, visit their office at 230 Ferguson Center, or call (205) 348-3326.
- UA Advisor or Officer gets the Association Resolution section of the attached form completed.
- UA Advisor arranges an appointment with Alabama Credit Union by phoning 348-9967, and coordinates the attendance of all Authorized Signers. Each Authorized Signer and UA Advisor must bring a valid photo ID. Deadline is October 1!
- Alabama Credit Union will update the Account information (Authorized Signers' info, Account address) and order checks and/or VISA ATM/Debit Card, if needed.

Need a replacement form? Visit AlabamaCU.com, and click on Forms.

Thank you for choosing Alabama Credit Union. Give us a call if we can answer any questions.



THE UNIVERSITY OF ALABAMA
STUDENT ASSOCIATION
ACCOUNT AGREEMENT
AND
ASSOCIATION RESOLUTION

Account Number _____ UA Academic Year(s) or Term(s): _____ and _____
Alabama CU Employee's Initials: _____

Name of Student Association: _____
Mailing Address: _____

Type of Account (check all that apply):

- Savings Checking VISA ATM/Debit Card Call24 Certificate(s) of Deposit
 ACU/Branch® Online Bill-Pay Daily Money Market Account Other: _____
 Other: _____

Pursuant to the Association Resolution certified below, the above named association (hereinafter "Association") applies for membership in Alabama Credit Union ("Credit Union") and, by action of Association's Board of Directors or Trustees ("Trustees"), authorizes Credit Union to establish the type of accounts ("Account") indicated above for Association subject to the terms and conditions of the Alabama Credit Union Membership and Account Agreement, appropriate signature cards, appropriate account agreements, Credit Union's Bylaws and Credit Union's Charter. By making this application, Association agrees to conform to Credit Union's Bylaws, amendments thereto, and subscribe for at least one share.

To be eligible for membership and to be eligible for U.S. Government federal deposit and share insurance coverage Account, all members of Association must be eligible for membership in Credit Union. By signing the resolution, Association represents to Credit Union that all its members are eligible for membership in Credit Union and agrees to indemnify and hold Credit Union harmless from any and all claims which may arise if these representations are incorrect, and acknowledges that Account may not then be eligible for U.S. Government federal deposit and share insurance coverage or other insurance.

The Association authorizes any of the undersigned Authorized Signers of the Association to act on behalf of Association with regard to transacting any and all business on Account, including, but not limited to: depositing funds; withdrawing or transferring funds by any available means; issuing stop payment orders; endorsing any item, including, but not limited to, drafts, certificates, checks and any paper or other instruments; and transacting any business with Credit Union in regards to Account. The Association approves and ratifies any and all acts committed by the undersigned Authorized Signers with regard to Account listed above established with Credit Union. The Credit Union does not accept accounts which require more than one signature to transact business. The Credit Union may accept the direction or signature of any one of the below Authorized Signer to transact any business.

The Association authorizes Credit Union to perform the following, without inquiry as to its issuance or use of the proceeds: pay any check, draft or instrument; make any charge; receive any instrument, check, draft or certificate from a payee or other holder; and for each and every transaction, whether drawn to the individual order of Authorized Signer, payable to Credit Union, payable to others for account of the Authorized Signer, tendered in payment of the Authorized Signer's individual obligations, drawn against Account in the name of Association, or drawn against the name of any officer in the officer's capacity as officer or as an individual.

The Association anticipates the changing of Authorized Signers each school year. The Association agrees with Credit Union that Authorized Signers designated to act on behalf of Association and Account established shall remain in full force and effect until Credit Union either receives official notice in writing from Association of a revocation thereof by resolution duly adopted by Trustees **and** signed by the UA Advisor, or until Credit Union terminates the Authorization pursuant to this paragraph. *The Association agrees with Credit Union that each school year, each Authorized Signer and UA Advisor shall be required to furnish valid U.S. Government-issued photo identification to Credit Union no later than October 1, and that Credit Union may deny, decline, block, or fail to accept any or all transactions or instruction for transaction(s) on Account until such identification is received, to Credit Union's satisfaction, for each and every Authorized Signer. The Credit Union may, without*

