



## Vancity enviro™ Visa\* Business card Disclosure Statement

This chart lists the fees that we will charge in relation to the Visa Card.

<b>Fee Amount</b>	<b>Description</b>
<b>Account Annual Fee</b> <b>\$0</b>	If your Visa Card has an annual fee and unless we agreed otherwise it will be charged on the first statement after opening the Visa Account (whether or not the Visa Card is activated), and then in that same month every year.  If the Business changes the type of Visa Card it has and the annual fee changes as a result, the new annual fee will be charged on the first statement after the change, and then in that same month every year.  If the Business is entitled to a refund of an annual fee (or a portion) as a result of changing the type of Visa Card it has, the refund will be applied on the date of the change.
The fees described below are charged on the date the transaction or event occurs (unless we say otherwise).	
<b>Cash Advance Fee</b> <b>\$4</b>	We will charge this fee every time the Business (or an Authorized User) completes a Cash Advance through an ATM anywhere in the world that has the Visa symbol.
<b>Payment Not Accepted Fee</b> <b>\$45</b>	The Business will have to pay this fee if it writes a cheque (from an account other than the Visa Account) to pay the Visa Card bill, but it bounces because the Business doesn't have enough money in its account to cover it, or if the Business tries to pay the Visa Card bill by any other method that is turned down when we try to process it.  The Business may also be charged an NSF fee by its financial institution for the bounced cheque that it wrote.
<b>Statement Copy Fee</b> <b>\$2</b>	The Business will have to pay this fee if it requests that we provide copy of an old statement.  There is no charge if the Business wants another copy of the current statement or for electronic statements that can be accessed online.  The Business can see the Visa Account Transaction details for free on the Visa Account accessible online at <b>vancity.com</b> , where the Business can also choose to receive electronic statements instead of paper statements.  The Business can also access the Visa Account Transaction details by calling Card Services 24 hours a day, 7 days a week at <b>604-877-4999</b> (Metro Vancouver) or <b>1-800-611-8472</b> (toll-free).
<b>Sales Receipt Copy Fee</b> <b>\$5</b>	The Business will have to pay this fee every time the Business requests a copy of a sales receipt from any of its Purchases.
<b>Return of Positive Credit Balance Fee</b> <b>\$10</b>	If the Business ever over-pays the Visa Account, we call this a "positive credit balance". The Business will have to pay this fee if we return to the Business any over-payment made on the Visa Account.  The Business can only request that we return your positive credit balance if it is more than \$10.
<b>Over Credit Limit Fee</b> <b>\$25</b>	The Business will be charged this fee if the Credit Limit is exceeded at any time during a statement period. We will charge this fee one time in a statement period, even if the Credit Limit is exceeded more than one time in that statement period.

	<p>If the reason the Credit Limit is exceeded is that a Merchant has placed a temporary authorization on the Visa Account, the Business will not be charged this fee. For example, if the Visa Card was used to buy gas, sometimes the gas station will place a temporary authorization on the Visa Account for an amount that is higher than the actual purchase. If that temporary authorization is what puts the Business over its Credit Limit, we will not charge the Business this fee.</p>										
<p><b>Account Maintenance Fee</b> <b>\$10</b></p>	<p>The Business will be charged \$10 or the full amount of the positive credit balance, whichever is lower, is charged to your account when there's been no transactions or activity for 12 consecutive months and there is a positive credit balance. Check your statements monthly and give us a call to discuss your options if you have a positive balance and aren't planning on using your card.</p>										
<p><b>Foreign Currency Administration Fee</b> <b>2.5%</b></p>	<p><b>Exchange Rate</b> - We will bill the Business in Canadian dollars if the Visa Card is used to make Transactions in a foreign currency. We will convert Transactions in U.S. dollars directly to Canadian dollars at the exchange rate established by Visa in effect at the time we process the Transaction. For other foreign currencies, the Transaction is first converted to U.S. dollars and then to Canadian dollars at the exchange rates in effect at the time we process the Transaction.</p> <p><b>2.5% Administration Fee</b> - When the Transaction is processed, we will add a 2.5% administration fee in addition to the Visa exchange rate(s). The conversion rate shown on the statement includes the Visa exchange rate and the administration fee we charge.</p> <p>In most cases we do not process a Transaction on the same day it is completed. In that case, the exchange rate on the day that the Transaction is completed might be different than the exchange rate on the day that we process the Transaction. Here's an example of how we would convert a Transaction made on a Visa Card in U.S. dollars:</p> <table border="1" data-bbox="418 1157 1435 1566"> <tr> <td><b>Value of Transaction</b></td> <td>\$100 in U.S. dollars</td> </tr> <tr> <td><b>Visa Exchange Rate</b></td> <td>1.306524131 (example only – this changes every day) This means that \$1 U.S. = \$1.31 Cdn, or \$1 Cdn = 77 cents U.S.</td> </tr> <tr> <td><b>Administration Fee: 2.5% of 1.306524131</b></td> <td>0.032663103</td> </tr> <tr> <td><b>Total Conversion Rate 1.306524131 + 0.032663103</b></td> <td>1.339187234 This is the conversion rate we will use to convert the Transaction and this is the rate that will show on the statement.</td> </tr> <tr> <td><b>Canadian Dollar Total \$100 x 1.339187234</b></td> <td>\$133.92 This is the amount in Canadian dollars that will show on the statement for the U.S. dollar Transaction.</td> </tr> </table> <p>Your foreign currency Transactions will be converted at Visa's applicable exchange rate on the relevant day plus our administration fee, as explained above. Please note that a conversion rate will appear on your statement that may differ slightly from the conversion rate actually used to convert your Transaction, due to rounding. This is because when we calculate the rate to display on your statement, we use your Transaction amount rounded to the nearest cent.</p>	<b>Value of Transaction</b>	\$100 in U.S. dollars	<b>Visa Exchange Rate</b>	1.306524131 (example only – this changes every day) This means that \$1 U.S. = \$1.31 Cdn, or \$1 Cdn = 77 cents U.S.	<b>Administration Fee: 2.5% of 1.306524131</b>	0.032663103	<b>Total Conversion Rate 1.306524131 + 0.032663103</b>	1.339187234 This is the conversion rate we will use to convert the Transaction and this is the rate that will show on the statement.	<b>Canadian Dollar Total \$100 x 1.339187234</b>	\$133.92 This is the amount in Canadian dollars that will show on the statement for the U.S. dollar Transaction.
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