

Certificate Application

Please use the Certificate Application form to open DCU Certificate Accounts. You can also open a certificate in Digital Banking by navigating to the membership tab and clicking open new account. To speed up the processing of your application, please follow these steps:

1. You must have an established membership at DCU to open a certificate using this form.
2. If you are adding a Joint Owner who is not currently a DCU member, the Joint Owner's government issued photo ID is required.
3. Send the application to DCU in **one** of the following ways:
 - a. Bring the form to your nearest DCU branch
 - b. Fax to **833.566.7291**
 - c. Email the form to **nashares@dcu.org**
 - d. Mail your completed form to:

Digital Federal Credit Union

New Accounts

PO Box 9130

Marlborough, MA 01752-9130

What you can expect

- Opening your certificate: Applications brought to a branch will be opened immediately. Applications submitted via fax or email will be opened within 3-5 business days. Please allow 7-10 business days for mailed applications to be processed.
- Once your account has been opened, you will be provided with a certificate note that will display the amount of the certificate, the dividend rate, the term, and the maturity date. Please retain this document for your records.
- If you are opening an IRA (Individual Retirement Account) Certificate, you may need to fill out additional forms. If this is necessary, we will provide them to you at the branch or by mail.

Certificate Application



Member #: _____ Account # (DCU Only): _____ Social Security or Tax ID Number: _____

Primary Owner's Name/Account Title: _____

IMPORTANT INFORMATION

We are required, by federal law, to obtain, verify, and record information that identifies each person opening or having access to a DCU Account. We will ask for your legal name, residential address, Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN), Phone Number, and Date of Birth. **REQUIRED IDENTIFICATION: No individual can be named on this account in any capacity without having provided the following current identification, one of which must include a picture and one of which must reflect the individual's current residential address as given.** If one of these forms of identification includes both you need only submit that one: US Driver's License • US Social Security Card • Passport • US Military ID • US Work Visa • Other Government Issued picture ID (2nd ID always required). DCU reserves the right to request additional identification.

If the joint owner being added is already a DCU member s/he is not required to provide the REQUIRED IDENTIFICATION but must provide Name, DCU Member #, and SSN below.

Joint Owner (If Applicable) Only Non-IRA Certificates may include a Joint Owner

Please add the following Joint Owner to this Certificate

Joint Owner's Legal Name (Please print or type) _____ DCU Member # _____ Social Security or Tax ID Number _____

Address _____ City _____ State _____ ZIP _____

Phone _____ DOB _____ Occupation (use specific description such as doctor, carpenter, attorney, plumber, truck driver, hardware store, etc. If occupation is self-employed, retired, or unemployed, add the former profession if known. Example: Retired plumber)

Select one:

- Savings Certificate (\$500 min. 3 - 60 mos.)
- Quick Start Certificate (\$100 min. 3 - 60 mos.)
(under 23 years old)
- Jumbo Certificate (\$25,000 min. 3 - 60 mos.)
- IRA Certificate (\$500 min. 3 - 60 mos.)
- Jump-Up Certificate (\$500 min. 15 or 27 mos.)
- Jumbo Jump-Up Certificate (\$25,000 min. 15 or 27 mos.)
- IRA Jump-Up Certificate (\$500 min. 15 or 27 mos.)
in the amount of \$_____ for a term of _____ months

- Enclosed is a check for \$ _____
- I authorize DCU to transfer \$ _____
from Member # _____ Account # _____

Check appropriate box for payment of dividends

- Monthly, to the Certificate
- Monthly, to my Savings or Checking Account # _____
(not available on IRA Certificates)

AGREEMENT

By signing below, I, meaning each and all who sign this form, request the accounts and services listed above and agree that, except as indicated on this form, the information set forth in my initial membership application remain in full force and effect. I hereby agree to conform to the Digital Federal Credit Union's bylaws and the terms and conditions of the Account Agreement for Consumers (or the Business Account Agreement for business accounts), the Schedule of Fees and Service Charges, and the terms and conditions of this Certificate account which are incorporated by reference whether applicable to products and services I am currently requesting or request in the future. By signing this application, I authorize you to gather and exchange whatever credit, checking account, and employment information you consider appropriate from time to time. I certify that the information provided on this application is true, correct, and complete.

Primary Owner/Authorized Individual's Signature: _____ Date: _____

Joint Owner's Signature: _____ Date: _____

Please sign this application. Typed names will not be accepted unless verified as a digital signature.

INTERNAL USE ONLY

If Additional Authorized User is NOT a DCU Member please attach copy of ID.

ID: _____ Processed By: _____ Date: _____ Audit By: _____

Certificate Terms and Conditions

Throughout these Certificate Terms and Conditions, the terms “we,” “us,” “our,” and “DCU” refer to Digital Federal Credit Union. “You” and “your” refer to each Account holder. The words “Savings Certificate(s)” refer to any standard (Regular or Jumbo) non-IRA* DCU Certificate.

Special and Limited Offerings

DCU may offer “Limited-Time or Special Certificate Offerings” with differing terms and/or conditions. DCU will identify them and provide such terms and conditions as are applicable.

Deposits

A certificate may be opened with a minimum deposit of \$100**, \$500, or \$25,000. Additional deposits of not less than \$100 may be made at any time to Savings Certificates with full terms of twelve (12) months or less. For all IRA Certificates and other Savings Certificates, additional deposits may only be made at renewal.

Minimum Balance

A minimum balance of \$100**, \$500, or \$25,000 is required in order to maintain an active certificate. If the balance ever becomes less than \$100**, \$500, or \$25,000, as applicable, the certificate will automatically be closed by DCU; a penalty will be applied and the Savings or Quick Start Certificate funds transferred to my Savings Account, or the IRA Certificate funds transferred to a Savings IRA.

Maturity

In order to earn the stated dividend rate, no less than the minimum balance must remain in the certificate until maturity.

Withdrawals Prior to Maturity

Withdrawals may be made without DCU penalty prior to the maturity date of the certificate only upon:

1. The death of any owner of the certificate, or
2. The voluntary or involuntary liquidation of DCU.

NOTE: IRS PENALTIES MAY APPLY on withdrawals from IRA Certificates.

Dividends

Funds earn dividends from the date of deposit (cash and non-cash items). The Annual Percentage Yield (APY) is based on an assumption that dividends and original principal will remain in the certificate until maturity. A withdrawal prior to maturity may reduce earnings. Dividends are calculated using the daily balance method and are compounded daily. You may choose one of the following dividend payment methods:

- Monthly, to the Certificate
- Monthly, to a Savings or Checking (Savings Certificate) account.

If no payment method is selected, dividends will be credited to the certificate on the last day of each calendar month.

NOTE: Early withdrawal penalties (when applicable), are calculated on and withdrawn from dividends. If dividends have been previously withdrawn or have been paid to a savings or checking account and a withdrawal subject to penalty is performed, the calculated penalty amount will be withdrawn from the existing certificate balance.

Dividend Penalty Calculation

1. If the term is three (3) to eleven (11) months, You shall forfeit an amount equal to the lesser of:
 - (a) All dividends (accrued and posted) for 60 days on the amount withdrawn, or
 - (b) All dividends on the amount withdrawn since the date of issuance or renewal not to be less than 7 days' dividends on a new certificate.

2. If the term is twelve (12) to thirty-five (35) months, You shall forfeit an amount equal to the lesser of:
 - (a) All dividends (accrued and posted) for 90 days on the amount withdrawn, or
 - (b) All dividends on the amount withdrawn since the date of issuance or renewal not to be less than 7 days' dividends on a new certificate.
3. If the term is thirty-six (36) to sixty (60) months, You shall forfeit an amount equal to the lesser of:
 - (a) All dividends (accrued and posted) for 180 days on the amount withdrawn, or
 - (b) All dividends on the amount withdrawn since the date of issuance or renewal not to be less than 7 days' dividends on a new certificate.

*Individual Retirement Account - a government-regulated savings plan.

**Quick Start Certificates only. All other terms and conditions apply.

Jump-Up Certificate

If this is a Jump-Up Certificate, You may contact us once, at any time during the term of the certificate, and notify us to change the existing dividend rate and APY to that of the dividend rate and APY currently being offered for the same type and term certificate, excluding special offers. You understand this option is available only one time during the stated term and that once the change has been made, the adjusted dividend rate and APY will remain in effect until the maturity date. Upon renewal DCU will consider it a new term at which time You will be able to exercise this option again. Early withdrawal penalties, if applicable, to Jump-Up Certificates will be calculated at the rate You are earning at the time of the withdrawal.

Automatic Renewal

DCU will deliver to you a notice at least 15 calendar days before the maturity date. If the funds are not withdrawn at maturity, or You have not given instructions regarding the disposition of the funds, the certificate balance will be automatically renewed for the original time period and at the APY, dividend rate and terms and conditions currently in effect for that time period. You will have a grace period of five (5) calendar days after the maturity date to withdraw the funds, change the term, or add to the principal balance of any IRA Certificate or a Savings Certificate with a term of greater than twelve (12) months. Dividends will not be paid on amounts withdrawn during the grace period. If upon maturity DCU no longer offers a particular certificate product, or certificates for that time period or minimum balance, the balance will be automatically transferred to the Primary Owner's Savings Account for a Savings Certificate or to a Savings IRA for an IRA Certificate.

Current Rates

Current dividend rates and APY may be obtained by visiting our website at dcu.org or by calling us at **800.328.8797**.

Other Terms and Conditions

This account is subject to all applicable terms and conditions set forth in DCU's Account Agreement for Consumers or Business Account Agreement (for business accounts) which are incorporated by this reference and receipt of which is acknowledged. Certificates are not transferable, are not negotiable, and may be pledged as collateral on a loan only at DCU. Certificates that accept additional deposits may not be pledged as collateral on a loan.