



**SPECIAL HANDLING
DOMESTIC/FOREIGN COLLECTION**

Date: _____

Credit Union Name: _____

Corp Acct. #: _____

Phone Number: _____

Address: _____

Submitted by: _____

Fax: _____

SUBMIT FORM TO:

**CATALYST CORPORATE FCU
Attn: Foreign Collection
6801 Parkwood Blvd.
Plano, TX 75024**

FOREIGN CHECK COLLECTION

		Collection Method (check only one)	
Credit Union Reference: Name/Account #	Face Amount of Draft	Provisional Credit	Collected Credit

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*

These items receive provisional credit therefore, they are not guaranteed funds and the credit may be withdrawn for reasons including, but not limited to, insufficient funds or closed account.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 Collected Credit Cash Letter items.

Collected Credit Cash Letter Items:

- For drafts that may otherwise qualify as regular "Provisional Credit Cash Letter" items, but which you suspect the funds may be uncollectible and pose a larger than acceptable return risk.
- Drafts made **payable in U.S. Dollars** and drawn on a financial institution in a **foreign country**. Example: *United Kingdom Bank/U.S. Dollars*. Canadian items may be sent as "Provisional Credit Cash Letter".

PLEASE NOTE: Items payable in U.S. Dollars must have a **minimum value of \$200** to be submitted for "Collected Credit." Collected Credit Cash Letter items may take a **minimum of 8 weeks** to collect; however, once collected, funds are guaranteed. All returns are subject to related return fees.

DOMESTIC COLLECTIONS/COUPON BONDS

Amount of Item	Credit Union Ref: Members Name/Account Number

These are checks/bonds drawn on banks inside the U.S. They are negotiated by sending the item to the bank with wire instructions to credit your account at Catalyst. Most commonly, but not limited to, these are items that require special negotiation with the clearing bank for example: Oil and Gas Leases and Coupon Bonds. Credit is passed once received; please allow 6-12 weeks to receive credit.