TO CHANGE YOUR ADDRESS COMPLETE THIS FORM, TEAR ALONG THE DOTTED LINE AND MAIL OR DELIVER IT TO YOUR BRANCH.

Please change my address on the face of this statement to read as follows:

Number and Street _____

City _____ **State** _____ **Zip Code** _____

Authorized Signature _____ **Date** _____

THIS CHANGE APPLIES TO: CHECKING ACCOUNTS ☐ SAVINGS ACCOUNTS ☐ MORTGAGE LOAN ☐ OTHER ☐

TEAR ALONG THIS DOTTED LINE

LOST ATM CARD - To report your lost or stolen ATM or Debit MasterCard®, call 1-800-472-3272.
PREAUTHORIZED CREDITS - If you have arranged to have direct deposits made to your account you may call us at **215-256-8828** to verify that the deposit has been made.

In Case of Errors or Questions About Your Electronic Transfers
Telephone us at 215-256-8828 or 800-243-8700 Or Write us at: Harleysville Bank, 271 Main Street Harleysville, PA 19438-2495 harleysvillebank.com

Error Resolution Notice

In Case of Errors or Questions about Your Electronic Transfers, Call or Write us at the telephone number or address above, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.
(1) Tell us your name and account number (if any).
(2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe It is an error or why you need more information.
(3) Tell us the dollar amount of the suspected error.
If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days. We will determine whether an error occurred within 10 business days (20 business days if the transfer involved a new account) after we hear from you and will correct any error promptly. If we need more time, however we may take up to 45 days (90 days if the transfer involved a new account, a point-of-sale transaction, or a foreign-initiated transfer) to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days (20 business days if the transfer involved a new account) for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. Your account is considered a new account for the first 30 days after the first deposit is made, unless each of you already has an established account with us before the account is opened.

We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for the copies of the documents that we used in our investigation.

The following information is directed to line of credit customers:

BILLING RIGHTS SUMMARY

In case of errors or questions about your bill

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us on a separate sheet at the address shown on your bill as soon as possible. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.
In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You still do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

CHECKS OUTSTANDING & OTHER DEBIT TRANSACTIONS		
NUMBER	AMOUNT	
TOTAL OUTSTANDING		

CARRY OVER ▶

THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR CHECKBOOK WITH YOUR STATEMENT

1. If your account earned interest, enter the amount as it appears on the front of this statement in your checkbook.
2. Verify that checks are charged on this statement for the amount they are drawn on your register.
3. Be sure that any Service Charge, non-sufficient fund fees (if any) or other authorized deductions shown on this statement have been deducted from your checkbook balance.
4. Verify that all deposits have been credited for the same amount as in your records.
5. Be sure that all checks outstanding on your previous statement have been included in this statement (otherwise, they are still outstanding).
6. Check off in the stubs or register in your checkbook each of the checks, debit card or point of sale (POS) transactions, or preauthorized debits (payments) paid by us on this statement.
7. Make a list of the numbers and amounts of those checks still outstanding or the amounts of any debit card or point of sale transaction or preauthorized debit transaction that you have listed in your check register, but do not show on this statement. Get that information listed in the chart at left.

8.	ENTER ENDING BALANCE AS PER STATEMENT		
9.	ADD ANY DEPOSITS NOT CREDITED		
10.	TOTAL		
11.	SUBTRACT ATM WITHDRAWALS AUTOMATIC PAYMENTS (NOT SHOWN ON STATEMENT)		
12.	SUBTRACT CHECKS OUTSTANDING & OTHER DEBIT TRANSACTIONS		
13.	BALANCE SHOULD AGREE WITH YOUR CHECKBOOK		

153529 The Sourcing Group