

YOUR NAME: _____

DATE: _____

Please answer the following questions for us – it will help us learn more about the problems our participants face so that we can make the classes better. Please **circle** your answer.

- (1) Do you currently have and use a bank account? **YES / NO**
- (2) Do you balance your checkbook every month? **YES / NO**
- (3) Do you keep a written budget for your family’s income and expenses? **YES / NO**
- (4) Do you often run out of money before payday? **YES / NO**
- (5) Did you ever use a check cashing outlet or get a payday loan? **YES / NO**

IF you said “YES”, please circle your answer for the LAST YEAR: How often did you use such services?

0 1 or 2 times 3 to 6 times once per month twice per month

- (6) Did you order your credit report in the last 12 months? **YES / NO**
- (7) Do you have credit problems? **YES / NO**
- (8) How many credit cards do you have? Please circle your answer.

0 1 2 3 or more

(9) What brought you to our class today? Please tell us what you would like to learn about:

Please **circle** the correct answer for each question.

- 1. FDIC stands for:
 - A.** Federal Deposit Insurance Corporation
 - B.** Funds Deposited In Currency
 - C.** Federal Dollars and Institution Checks
 - D.** Federal Deductions Interchange Corp.
- 2. When you sign only your name on the back of a check, it is called:
 - A.** Specific endorsement
 - B.** Blank endorsement
 - C.** Transfer endorsement
 - D.** None of the above
- 3. Which is NOT true about a PIN number?
 - A.** You should write it on your debit card
 - B.** It’s a personal identification number
 - C.** It should be easy to remember
 - D.** You should not share it with others
- 4. How often should you reconcile your account?
 - A.** Monthly
 - B.** Every other month
 - C.** Quarterly
 - D.** Annually
- 5. You can issue a *stop payment* if you wrote a check but don’t want your bank to pay it. **TRUE / FALSE**
- 6. You should have your full legal name, address, and phone number printed on your checks. **TRUE / FALSE**
- 7. Phishing is a type of fraud. **TRUE / FALSE**
- 8. If you make a mistake on a check, you should write “mistake” on it. **TRUE / FALSE**
- 9. A check written with a future date on it is called *post-dated check*. **TRUE / FALSE**
- 10. Money in your checking account is not safe. **TRUE / FALSE**

YOUR NAME: _____

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Please tell us about your class experience so that we can improve our classes Please circle your answer.

(1) Overall, I felt the class was useful for me. YES / NO

If you said "NO", why not? _____

(2) The instructor was knowledgeable and prepared. YES / NO

(3) The instructions were clear and easy to follow. YES / NO

(4) The examples and exercises will help me to apply the skills I learned. YES / NO

If you said "NO", why not? _____

(5) I will use the handouts and worksheets again. YES / NO

(6) The participants had a lot of opportunities to exchange experiences and ideas. YES / NO

(7) I got all my questions answered. YES / NO

If you said "NO", did you ask your questions of the instructor? **YES / NO**

(8) I achieved the following class objectives:

a. I can describe the benefits of using a checking account. **YES / NO**

b. I know how to open a checking account. **YES / NO**

c. I learned about strategies to keep my checking account healthy and avoid fees. **YES / NO**

d. I learned about the benefits of saving. **YES / NO**

e. I learned how to choose the best bank for my banking needs. **YES / NO**

(9) The classroom was suited for a good learning atmosphere. YES / NO

(10) What was the most useful part of the class?

Please answer the questions on the back of this page to tell us what you learned during the class. Thank you very much ☺

YOUR NAME: _____**DATE:** _____

Please **circle** the correct answer for each question.

1. When you put money in your account, it's called:

- A.** Draft
- B.** Withdrawal
- C.** Deposit
- D.** Interest

2. The federal agency that insures deposits in a bank is the:

- A.** FTC
- B.** FDIC
- C.** Federal Reserve
- D.** FBI

3. CD stands for:

- A.** Certified Deposit
- B.** Certificate of Deposit
- C.** Coins and Dollars
- D.** Checks and Drafts

4. ATM stands for:

- A.** Automatic Teller Machine
- B.** Additions Tabulations and Money
- C.** Automatic Transfer Money
- D.** Authority to Monitor

5. If you write a check, mail it, and then decide you do not want your bank or credit union to pay it, you can issue a *stop payment*.

TRUE / FALSE

6. Taxes are a form of income.

TRUE / FALSE

7. You don't have to pay your bills on time if you go on vacation.

TRUE / FALSE

8. When your check bounces, you didn't have enough money in your account.

TRUE / FALSE

9. Banks and credit unions don't ever make mistakes.

TRUE / FALSE

10. Bank employees are usually well trained and knowledgeable and can help you with many different money questions.

TRUE / FALSE

Please answer the questions on the back of this page to tell us more about your class experience.

Thank you very much 😊

Check-Cashing Outlets vs. Banks

	ANY Bank	Cash-a-Check
Monthly account service charge	\$7	N/A
Cashing a pay check	Free!	2.9% of amount + \$0.99 fee
Cashing a personal check	Free!	5.9% of amount + \$0.99 fee
Cashing a government check	Free!	5.9% of amount + \$0.99 fee

Let's do the math!

Scenario 1: Renee wants to cash her two paychecks every month, \$500 each.

- How much will Renee pay at ANY Bank? How much will she pay at Cash-a-Check?

Scenario 2: Ravi gets Social Security of \$600 each month.

- How much will Ravi pay at ANY Bank? How much will he pay at Cash-a-Check?

Alternatives to Check-Cashing Outlets

Avoid Check-Cashing Outlets

Check-cashing outlets charge very high fees to cash government, personal, and pay checks. Don't use them!



Use a Bank or Credit Union

You should always use a bank or credit union to cash your checks. Advantages include:

- free or low-fee check cashing
- safety, since cash can be deposited safely in a bank instead of having to leave the store carrying cash
- ability to write checks
- easier to do household budgeting

Get the Most Out of Your Bank or Credit Union

Here are some tips to help you use your bank account instead of relying on high-fee check-cashing outlets:

- Use direct deposit into a bank account.
- Find a bank close to your work/home that is open a bit later than usual.
- Prepare a budget to help plan for expenses.

Additional Alternatives

1) _____

2) _____

DEPARTMENT of FINANCIAL INSTITUTIONS

Thinking of a Payday Loan?

What is a Payday Loan?

A payday loan is a small, unsecured, high interest, short-term cash loan. In most cases, consumers write a post-dated, personal check for the advance amount, plus a fee. The lender holds the check for the loan period and then deposits it, or the customer returns with cash to reclaim the check.

You Should Know!

Although a payday loan may be a convenient short-term solution, it is inappropriate for long-term cash needs. Borrowers can get trapped in a payday loan cycle of debt by taking out loan after loan – sometimes called “rolling over” the loan.

Think a Payday Loan is the Answer?

Consider Your Options!

- Ask about delaying or making payment arrangements on your non-interest bills like telephone and utility bills.
- Ask to borrow money from a friend or family member.
- Ask your employer for an advance on your paycheck.

www.DFI.WA.GOV

1.877.RING.DFI



What to Expect in Washington State:

- Maximum Loan Term:45 days
- Maximum Loan Amount:\$700
- Maximum Fee:..... 15% on the first \$500 -10% above \$500

For Example:

A loan for \$500 + \$75 fee = \$575

A loan for \$700 + \$95 fee = \$795

Under the Truth in Lending Act, the cost of credit must be disclosed. Among other information, you must receive information outlining the finance charge and the annual percentage rate (APR). The APR informs you of the cost of your loan. For example, a 14-day, \$500 payday loan with the maximum fee permitted by statute would have an APR of 391.07%.

If You Decide to Get a Payday Loan, Shop Wisely!

- Contact the Department of Financial Institutions to verify that you are dealing with a licensed lender.
- Comparison shop for the lowest fees and penalties. For example, some credit unions offer payday loans with lower fees.
- Borrow only as much as you can afford to repay with your next paycheck.
- Know when your payment is due and be sure to repay the loan on time and in full.
- Avoid borrowing from more than one lender at a time.
- Plan for the future by making a realistic budget to help avoid the need to borrow for emergencies and unforeseen expenses.

Know Your Rights and the Law!

- You have the right to change your mind about the loan within one day.
- You have the right to know all of the costs involved.
- You have the right to a payment plan.
- A payday lender may not threaten criminal prosecution as a method of collecting a past due loan.
- Paying off an old loan with a new loan may be illegal.

Washington State Department of Financial Institutions

The Department of Financial Institutions regulates a variety of Washington State financial service providers such as banks, credit unions, mortgage brokers, money transmitters, payday lenders, and securities broker-dealers and investment advisers. The Agency also works to protect consumers from becoming victims of financial fraud. To file a complaint or get answers to your questions, contact **DFI** at **1-877-RING-DFI** or visit our web site at **www.dfi.wa.gov**.



WHAT DO YOU NEED FROM A BANK?

When deciding on a checking account, remember that financial institutions offer different types of checking accounts. To determine what you need, think about how you plan to use your checking account. The following questions will help you determine what you need in a checking account.

Convenience

- How many checks do you think you will write every month?
- Do you want a bank that is close to your home or work?
- What are the bank's hours of operation?
- Will you use the ATM often?
- Does the bank have ATMs close to where you live or work?
- How often do you plan to visit the bank to use teller services?
- What other bank services are important to you?

Cost

- How much money will you keep in your account?
- Will you be charged for writing extra checks?
- Are you willing to pay a monthly fee?
- If so, how much?
- Will you be charged to use your bank's ATM?
- Will you be charged for using other banks' ATMs?
- Will you be charged for using teller services?
- Are there ways to avoid paying fees?

WHAT DO YOU NEED FROM A BANK – DECISION MAKING TABLE

	What I need	Bank A	Bank B	Bank C
Services I need:				
Is it close to home?				
What are the opening hours?				
Do any employees speak my language?				
How much money do I need to open the account?				
How much money do I need to keep the account open without paying fees?				
Where are the ATMs?				
Will I be charged for using the ATMs?				
Will I be charged for using other banks' ATMs?				
Will I get a debit card with my account?				
What is the monthly fee for the account?				
Does the account pay interest?				
How many withdrawals can I make each month?				
How many checks can I write each month?				
What is the fee for bounced checks?				
Are there other fees?				

Choosing a Bank

	ABC Credit Union	ANY Bank	Bank of Affluence
Hours	9 a.m. - 6 p.m.	10 a.m. - 8 p.m.	12 p.m. - 7 p.m.
Opening Balance	\$5 (savings account)	\$100	\$50
Minimum Balance	\$0	\$100	\$25
Account Maintenance Fee	\$0	\$5.95 per month	\$7 per month
Fee for dropping below minimum balance	\$0	\$2.5 per month	\$0
Fee for new checks	100 free checks per year; \$5 per additional 100	\$20 per 100 checks	\$10 per 100 checks
ATM fee for using this banks' ATMs	Free	Free	Free
ATM fee for using other banks' ATMs	\$5.00	\$2.00	\$2.50
Overdraft protection?	Yes, up to \$100	Yes, up to \$500	Yes, up to \$1,000

Discussion Questions

- 1) Which bank better suits your needs? Why?
- 2) Nathan wants to deposit his pay check, but finds his bank is always closed by the time he arrives. Which bank should he choose?
- 3) Sasha finds that she is paying a lot of money in ATM withdrawal fees. Which bank should she choose?
- 4) Lee is unable to maintain the minimum balance required on his account. Which bank should he choose?



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ADDITIONAL BANKING SERVICES

For each description, fill in the name of the services that best fits the description.

Banking Services

Direct Deposit	Money transfer	Money order
Debit card	Telephone banking	Stored value card
Online banking	Loan	Automated Teller Machine (ATM)

Description of Services

A method of electronically transferring money from one bank to another.

A kiosk or terminal where you can deposit, withdraw, or transfer money from one account to another 24 hours a day.

This allows you to check your account balance by phone.

This is used like a check to pay a bill.

One method your employer or a government agency might choose to give you your paycheck or benefits check.

Money you borrow from a bank with a written promise to pay it back later.

This allows you to check your account balance on the computer.

When you use this card to buy something from a store or another business, the money comes out of your bank account immediately.

A card on which you can "load" money to be used for future purchases.

Parts of a Check

1. Your name, address and phone number.
2. The number of the individual check.
3. Your bank's name
4. Your bank's routing number.
5. Your account number
6. The number of the individual check.

YOUR NAME **1** ADDRESS CITY, STATE ZIP DATE _____ **2** 001
10-4/220 BRANCH 00

PAY TO THE ORDER OF _____ \$ _____
_____ DOLLARS

M&T Bank **3**
Manufacturers and Traders Trust Company

FOR _____ Not legal tender

⑆ 23456789 ⑆ 00000 ⑆ 23456789 ⑆ 001
4 **5** **6**

Check Writing

How To Write a Check

Important Tip: Use a non-erasable, ballpoint pen.

1. Fill in the following parts of the check:
 - a. The date
 - b. The name of the person or company you are paying.
 - c. The amount in numbers
 - d. The number spelled out in words (keep the words close together).
 - e. Draw a line from the last word written to the word “Dollars.”
 - f. A note about what you wrote the check for
 - g. Your signature

The image shows a sample check form from M&T Bank. The form is divided into several sections with labeled fields for completion:

- YOUR NAME**: Address, City, State, ZIP
- DATE**: Labeled with 'a'.
- 001**: Branch ID
- PAY TO THE ORDER OF**: Labeled with 'b'.
- \$**: Labeled with 'c'.
- DOLLARS**: Labeled with 'e'.
- FOR**: Labeled with 'f'.
- Signature**: Labeled with 'g'.

The check also features the M&T Bank logo and a MICR line at the bottom: ⑆ 23456789 ⑆ 00000 ⑆ 23456789 ⑆ 00 ⑆

Practice Writing Checks

Here are a few sample bills you can pay using the sample checks provided to you.

- You owe AllBright Electricity \$80.56 for the June electricity bill.
- You owe your babysitter, Sandra Chen, \$150.12 for babysitting in April.

Practice Checks

NAME ADDRESS CITY, STATE ZIP	0123 01-2345/6789
DATE _____	
PAY TO THE ORDER OF _____	\$ <input type="text"/>
_____	DOLLARS
BANK NAME ADDRESS CITY, STATE ZIP	
FOR _____	Not legal tender
⑆0123456789 01234567890123⑆ 0123	

NAME ADDRESS CITY, STATE ZIP	0124 01-2345/6789
DATE _____	
PAY TO THE ORDER OF _____	\$ <input type="text"/>
_____	DOLLARS
BANK NAME ADDRESS CITY, STATE ZIP	
FOR _____	Not legal tender
⑆0123456789 01234567890123⑆ 0124	

NAME ADDRESS CITY, STATE ZIP	0125 01-2345/6789
DATE _____	
PAY TO THE ORDER OF _____	\$ <input type="text"/>
_____	DOLLARS
BANK NAME ADDRESS CITY, STATE ZIP	
FOR _____	Not legal tender
⑆0123456789 01234567890123⑆ 0125	