

## **FCUSA Rules Guide**

### **Memberships:**

1. Spouses may have only one membership jointly.
2. Children up thru college age with your home address may be included in the parents' membership.
3. Elderly or invalid parents living with the member may be included in the membership.
4. Divorced couples must obtain separate memberships.
5. Couples who divorce and were joint members must add an additional membership of like kind.
6. Each member can submit a process for any single or joint accounts.

### **Legal Names:**

1. The legal name is the full name listed on the birth certificate or Social Security card. If names differ, use the name as provided on the loan documents.
2. If a name changes after marriage or divorce, use the legal name used on the loan documents.
3. The legal name must show first, middle (or NMN) and last names.

### **Process Calculations:**

1. For mortgages, car loans and leases, the process amount is the total of principal, interest, late fees and legal fees paid.
2. For credit cards and lines of credit, the process amount is the highest credit limit or the sum of all payments made, including fees and penalties.
3. For student loans, the process amount is the amount of principal, interest and penalties paid.
4. For IRS processes, the amount is the total federal income tax paid over one's lifetime, plus liens and penalties.

For all of these, if a default or demand letter comes from the bank, attorney or collector, you may use the larger of the calculated total or the demand letter total.

### Fees:

1. Mortgages at the same bank on the the same property may be bundled for one process and fee.
2. Mortgages at the same bank on different properties must have separate processes and fees.
3. Credit cards with the same bank may be bundled for one process and fee.
4. Credit card full pay orders: First \$2700, Second \$1300, Third \$1300.  
Repeat: Fourth \$2700, Fifth \$1300, Sixth \$1300, etc.
5. Loan modifications may be used for a process if new loan documents were signed.

### Bankruptcies/Foreclosures:

#### 1. Bankruptcies:

- Any items forgiven during a bankruptcy are exempt from award calculation.
- Take the sum of all payments made (principal, interest, fees, demand letters following the bankruptcy) before or after the bankruptcy for award calculation.

#### 2. Foreclosures:

- Any bank/IRS/CRA sale value of items foreclosed or repossessed are added to your award calculation.
- Take the sum of all payments made (principal, interest, fees) before or after the foreclosure/repossession plus the 'sold value' above.

### AR Naming Conventions:

#### 1. Naming of AR file # is as follows:

Gold: Consultant #- Last Name, First Name-Date-Bank

Silver: Consultant #-S-Member #-Last Name, First Name-Date-Bank

2. For family members, an explanation of relationship to the member will be added to the Comments section
3. The name on the order must match the name on the spreadsheet

**Bonus Buddies:**

1. **The intent of the Bonus Buddy is to share with individuals or organizations that would not ordinarily become a member but have a viable mission.**
2. **Every Gold/Silver AR from 10/10/10 is allowed a Bonus Buddy to receive \$100,000 from the club.**
3. **A member's spouse or another member cannot be a Bonus Buddy.**
4. **A Bonus Buddy can be an individual or organization, including one's own benevolent foundation.**