

# HOW CHECK HOLDS WORK

## QUICK REFERENCE GUIDE

### Controlling How Funds are Held on Member Deposits

Ever wondered how CU\*BASE decides when and how long to hold funds on deposits at the ATM or checks at the teller line? What about when the overnight deposit is posted or when RDC items come in? Are the rules the same across the board or can you set each channel up differently? Can you grant special privileges to just certain members?

This flyer provides a quick reference for how CU\*BASE places holds on items deposited by members, through all of the current channels, including teller outside checks and in-house drafts (including shared branching), ATM deposits, mail deposits, and RDC batch deposits.

#### Hierarchy for Calculating Holds

In situations where more than one method applies:

1. Hold Group Code from the MASTER record
2. Hold days by R&T
3. Hold days by amount
4. Default # days from general configuration

Remember that teller shared branching does not use Electronic Deposit Hold Group codes for calculating holds (the teller credit union's configurations will apply).

Channel → ↓ Feature	CU*BASE Teller <sup>1</sup>	Nat'l Shared Branching <sup>2</sup>	Direct/ Mail Post <sup>3</sup>	RDC Deposits <sup>4</sup>	ATM Deposits <sup>5</sup>
Default # of hold days	Separate values for individual vs. organization	Single default value	None	Separate values for individual vs. organization	Optional via Elect Dep Hold Group
Override default hold days by check amount	Yes	No	No	Yes	No
Override default hold days by check R&T #s	Yes	No	No	No	No
Allow employee to change hold days when posting transaction	Optional	No	Yes	Optional	n/a
Calculate using only business days	Optional	Optional	Yes	Optional	Optional
Honor Reg CC next-day release	Yes	Yes	Yes	Optional	Optional via Elect Dep Hold Group
Uses Electronic Hold Group Codes to override defaults at member level	Optional	No	No	Optional	Yes

<sup>1</sup> Outside Checks and In-house Drafts

<sup>2</sup> CUSC/FSCC/CO-OP

<sup>3</sup> Manual entries via the Direct/Mail Post tool

<sup>4</sup> Via the batch import feature in Direct/Mail Post

<sup>5</sup> Available for supported ATM switches only

## How Electronic Deposit Hold Groups Fit

These are configurable codes that are assigned to individual memberships to override the default hold days for electronic deposits (ATM) and, optionally, CU\*BASE teller check holds and batch direct/mail deposit holds (e.g., RDC).

EDHG Feature	ATM Deposits	CU*BASE Teller Check Holds	RDC Deposits <sup>1</sup>
"Instant credit" (amount for immediate withdrawal <sup>2</sup> )	✓	--	--
Tolerance amount (apply hold if deposit is above \$xx.xx)	--	✓	✓
# of hold days (single default value)	✓	✓	✓
# days for Reg CC release	✓	✓	✓

<sup>1</sup> Via the batch import feature in Direct/Mail Member Posting

<sup>2</sup> Can be an amount per individual deposit, or based on an aggregated daily limit

### Learn More about CU\*BASE<sup>®</sup> Tools for Deposit Holds

The "Automated Deposit Holds" booklet describes in detail all of the CU\*BASE options for holding uncollected funds from member deposits made via Teller Posting and Shared Branching, ATM deposits, and mail deposits (including batch deposits for RDC).

Also covered is the Electronic Deposit Hold Groups feature which lets you assign a standard hold period that is different depending on the individual member's situation, and the Member in Good Standing tool which lets you automate the assignment of hold groups to keep up with changing member behavior.

Available on our website:

<https://www.cuanswers.com/resources/doc/cubase-reference/>

