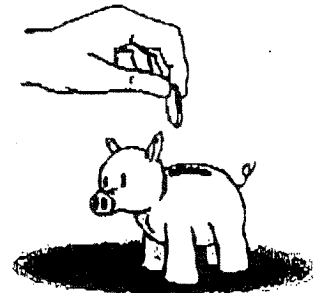


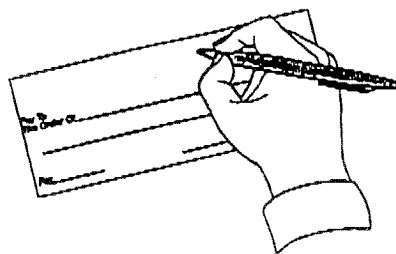
# Teen Club

2110 3rd Ave. N., Ecanaba, MI 49829  
1005 Delta Ave., Gladstone, MI 49837  
August 2001



Welcome! This is our very first Teen Club newsletter. We hope to bring you information that is beneficial to you. Also, we will have drawings for cool prizes periodically throughout the year. Look for postings at the teller line for any drawings being held. Only Teen Club members will be eligible to win. So far we've had two winners in our Teen Club.

\* Not a Teen Club Member - Not a problem - Ask a staff member how you can join!



## What is a Share Draft Checking Account?

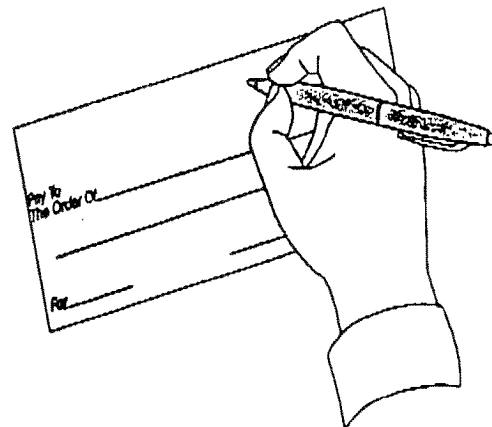
A share draft checking account is an account where you put money you are going to spend by writing checks. A check is a written document that represents cash. When signing your check, you are giving the credit union permission to pay money from your account to a person or business.

## Checks versus Cash

- \* Checks are a good way to keep track of your spending
- \* Checks are safer than cash.

## When using checks make sure you ...

- \* Write neatly.
- \* Use blue or black ink so nothing you write can be changed.
- \* Fill in all the blank lines with the correct information.
- \* Never sign a check before using them.
- \* Keep your checkbook in a safe place.



## How to Use a Check Register

1. This is the amount of your first deposit.
2. Write the date of your transaction (deposit or withdrawal)
3. The check number is entered here.
4. The description of your transaction (deposit or the check you've written)
5. The purpose of the transaction.
6. The amount of the check or ATM withdrawal.
7. The amount of the deposit.
8. The amount of the deposit or withdrawal.
9. Your current balance.

NUMBER	DATE	CHECKS PAID TO	AMOUNT	T	AMOUNT OF DEPOSIT	BALANCE
③	②	④ ⑤	⑥		⑦	① ⑧ ⑨

\_\_\_\_\_ ① \_\_\_\_\_ 19\_\_\_\_\_

PAY TO THE ORDER OF \_\_\_\_\_ ② \_\_\_\_\_ \$ \_\_\_\_\_ ③ \_\_\_\_\_

\_\_\_\_\_ ④ \_\_\_\_\_ DOLLARS

FOR \_\_\_\_\_ ⑥ \_\_\_\_\_ \_\_\_\_\_ ⑤ \_\_\_\_\_

## How to Write a Check

1. Write the date.
  2. Pay to the order of is the person or business you are paying.
  3. Write the amount in numbers.
  4. The legal amount is written in dollars and cents.  
(ex. \$52.35 is written Fifty two dollars and 35/100)
- Remember to draw a line after the written amount so no one can add to the amount.
5. Your signature.
  6. The purpose for the transaction can be written on the memo line.



A. On July 29th, you purchase clothes at Marvel's clothing store for \$30.28.

0/0


No. 155

Charles Checkwriter  
1020 Bon Vie Way  
Greenbacks, DC

7-29, 2001

PAY Marvel's----- \$ 30.28

Thirty dollars and 28/100----- Dollars

 YOUR CREDIT UNION  
ANYPLACE, USA SAMPLE

0/0 clothes

0/0

B. On August 1st, you wrote a check for \$7.11 to Pat's Pen Palace for school supplies.

0/0


No. 156

Charles Checkwriter  
1020 Bon Vie Way  
Greenbacks, DC

8 - , 2001

PAY Pat's Pen Palace----- \$ 7.11

Seven dollars and 11/100----- Dollars

 YOUR CREDIT UNION  
ANYPLACE, USA SAMPLE

0/0 school supplies

0/0

1. On July 1st you make a deposit for \$50.00 (your beginning balance).
2. On July 29th, you write check #155 to Marvel's for \$30.28.
3. On July 30th, you make a deposit for \$60.00.
4. On July 31st, you withdrawal cash for \$5.00.
5. On August 1st, you write check #156 to Pat's Pen Palace for school supplies in the amount of \$7.11.

NUMBER	DATE	DESCRIPTION	AMOUNT	AMOUNT OF DEPOSIT	BALANCE
					50.00
155	7/29	Marvel's clothes	30.28		30.28
	7/30	deposit		60.00	79.70
	7/31	cash withdrawal	5.00		5.00
156	8/1	Pat's Pen Palace school supplies	7.11		7.11
					67.61