



# INTERNATIONAL COLLECTION CASH LETTER: COLLECTED PROCESS

Items may take 8-12 weeks to collect funds. Additional fees may apply.

\*Date: \_\_\_\_\_

\*Corp Acct #: \_\_\_\_\_

\*CU Name: \_\_\_\_\_

\*Phone #: \_\_\_\_\_

\*Submitted by: \_\_\_\_\_

Email Address: \_\_\_\_\_

\*Address of Credit Union: *(for returns/correspondence associated with this item)*

Submit Form and Original to:

Catalyst

Attention: International Collection

6801 Parkwood Blvd.

Plano TX 75024

*\*Required*

Do NOT include GLBA data on this form.

Reference number assigned by credit union (10 digits or less)	Face Amount of Draft	Catalyst use only	
		Type	Reason

## Collected Credit Cash Letter Items:

- For drafts that may otherwise qualify as regular "Provisional Credit Cash Letter" items, but which you suspect the funds may be uncollectable and pose a larger than acceptable return risk.
- Drafts made **payable in U.S. Dollars** and drawn on a financial institution in the same **foreign country**. Ex: United Kingdom Bank / U.S. Dollars. Canadian items may be sent as "Provisional Credit Cash Letter."

**Note:** The converted U.S. Dollar amount must have a minimum value of \$300 to be submitted for "Collected Credit." Collected Credit Cash Letter items may take a minimum of 8 weeks to collect. However, once collected, funds are guaranteed. All items returned or rejected are subject to additional fees.

Before submitting for processing, please verify all items have a **Remitter (Issuer, Maker)** on the check and the date is not older than five months.