



Important information about changes we are making to the Monthly Fixed Fee for the CIBC Overdraft Protection Service (COPS), effective August 7, 2025

We are committed to keeping you informed about your CIBC products and services, including providing you with a clear understanding of how fees are charged and to ensure you have the right products and services that fit your needs.

Effective August 7, 2025, the \$5.00 Monthly Fixed Fee for the CIBC Overdraft Protection Service will no longer be applicable to Quebec residents¹.

Updates to the *Personal Account Service Fees* brochure

As a result of this, the following changes are being made to the *Personal Account Service Fees* brochure (changes noted in red):

Prior to August 7, 2025	Effective August 7, 2025
A fixed monthly fee of \$5.00 is applied to your account at the end of every month regardless of whether the overdraft is created or increased or how many times the overdraft is used in the month. If the overdraft is used, you also pay interest on the outstanding overdraft amount.	A fixed monthly fee of \$5.00 is applied to your account at the end of every month regardless of whether the overdraft is created or increased or how many times the overdraft is used in the month. If the overdraft is used, you also pay interest on the outstanding overdraft amount. <u>This fee is not applicable to Quebec residents.</u>

Updates to the CIBC Overdraft Protection Service Addendum

The following changes, with corresponding amendments, are also being made to the CIBC Overdraft Protection Service Addendum (changes noted in red):

Prior to August 7, 2025	Effective August 7, 2025
Monthly Fixed Fee. A fixed fee of \$5.00 that is applied to the Account at month end regardless of utilization of the overdraft; or	Monthly Fixed Fee. A fixed fee of \$5.00 that is applied to the Account at month end regardless of utilization of the overdraft. <u>This fee is not applicable to Quebec residents;</u> or
Pay Per Use Fee (not applicable in Quebec). A \$5.00 fee that is applied to the Account for any business day in which an overdraft is created or increased. There is no charge unless you use the Service.	Pay Per Use Fee (not applicable in Quebec). A \$5.00 fee that is applied to the Account for any business day in which an overdraft is created or increased. There is no charge unless you use the Service. <u>This fee option is not available to Quebec residents;</u>

You can obtain a copy of your CIBC Overdraft Protection Service Addendum at any CIBC Banking Centre, by calling us at [1 800 465-2422](tel:18004652422) or by visiting www.cibc.com.

To accept the changes, simply continue to hold or use your CIBC Overdraft Protection Service after August 7, 2025. If you feel the changes don't fit your needs, you may cancel your CIBC Overdraft Protection Service without cost within 30 days of the changes taking effect.²

¹ If you use the CIBC Overdraft Protection Service, you will pay interest on the outstanding overdraft amount.
² If you choose to cancel, you remain responsible for repaying all amounts outstanding on your account on the date of cancellation.

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Personal Account Service Fees

November 17, 2024

What's inside...

- Personal Account Options and Fees
- Personal Banking Services and Fees
- Opening a Personal Bank Account
- Cashing Government of Canada Cheques
- Hold Policy
- General Terms and Conditions

CIBC Personal Banking Solutions at Your Fingertips

Looking for **fast, convenient** and **straightforward** information on your CIBC personal accounts? Inside this guide, you'll find details on CIBC personal banking account fees, policies and agreements.

We hope you find this guide helpful. If you have any questions, please contact a CIBC advisor or call **1 800 465-CIBC (2422)**.

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Chequing Account Options

CIBC Smart™ Account

Automatically adjusts the monthly fee based on your banking activity, so you pay only for the everyday banking you do.

Overview^{Δ†}:

- Up to 12 transactions[♦] for \$6.95 per month
- \$1.25 for each additional transaction over 12 to no more than \$16.95 for unlimited transactions[♦]
- Unlimited *Interac* e-Transfer[®] service included¹
- Entire monthly fee is rebated if you maintain a minimum end-of-day balance of \$4,000 each day during the month in this account
- The fee for 1 non-CIBC ATM withdrawal in Canada is rebated each month (\$2.00 for each additional withdrawal)[‡]
- Free online cheque viewing
- Personalized cheques available

Record-keeping:

- Free paperless² record-keeping
- Monthly statement – \$2.25/month
- Quarterly statement – \$0.75/month
- Monthly statement with cheques imaged³ – \$2.75/month
- Interim statement – \$4.50 each

CIBC Smart™ Start

For CIBC Smart Accounts opened, or other accounts converted to a CIBC Smart Account, on or after April 18, 2022, clients aged 24 years and under will automatically be enrolled in CIBC Smart Start and will receive the following benefits:

- A monthly fee rebate of up to \$16.95 for unlimited transactions[♦], including unlimited *Interac* e-Transfer service¹
- The fee for 1 non-CIBC ATM withdrawal in Canada is rebated each month (\$2.00 for each additional withdrawal)[‡]
- Free online cheque viewing
- Free paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³ record-keeping

Note: Your Smart Start benefits will remain in effect until you turn age 25. Once you turn 25, Smart Start benefits will automatically expire and regular Smart Account fees will apply unless you are eligible for another type of benefit at that time.

CIBC Smart™ for Students

With the CIBC Smart Account, students enrolled in a full-time post secondary program, a college, university or CEGEP and graduating at age 25 or older, can qualify for the following benefits:

- A monthly fee rebate of up to \$16.95 for unlimited transactions[♦], including unlimited *Interac* e-Transfer service¹
- The fee for 1 non-CIBC ATM withdrawal in Canada is rebated each month (\$2.00 for each additional withdrawal)[‡]
- Free online cheque viewing
- Free paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³ record-keeping

Note:

To enjoy the benefits of CIBC Smart for Students, you are required to inform CIBC of your graduation date and we may ask you to provide proof of enrollment. Your Smart for Students benefits will remain in effect until your graduation date plus an additional six months, up to a maximum of 4.5 years in total.

After that, if you continue to be enrolled in an eligible program you can easily renew these benefits with proof of enrollment. Regular Smart Account fees will automatically apply when your benefits expire unless you are eligible for another type of benefit at that time.

^Δ This is a non-interest bearing account.

[†] Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

[♦] See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

[‡] The withdrawal counts as a transaction and fees may apply.

CIBC Smart™ Account with RDSP monthly fee rebate

On the CIBC Smart Account, the monthly fee (from \$6.95/month for up to 12 transactions[♦] to a maximum of \$16.95/month for unlimited transactions) is rebated and online cheque viewing is free for eligible Registered Disability Savings Plan (RDSP) beneficiaries. Free record-keeping options are available including paperless², monthly statement or monthly statement with cheques imaged³. Free Braille or large print statement available upon request.

To take advantage of the RDSP monthly fee rebate on the CIBC Smart Account, accountholders must advise CIBC by visiting a Banking Centre and show proof of RDSP beneficiary status. Acceptable forms of proof of RDSP eligibility include:

- RDSP statement (from a Canadian financial institution) OR
- Notice of Determination Letter from CRA confirming your eligibility for the Disability Tax Credit

Note: The accountholder name and RDSP beneficiary information on these documents must match.

Only one RDSP monthly fee rebate per beneficiary will be applied on the CIBC Smart Account. The rebate will take effect from the date we are provided proof of RDSP beneficiary status and will not be applied retroactively. All other standard account fees will apply.

CIBC Smart™ Plus Account

Takes care of your banking, investing and credit needs in a complete package for one monthly fee.

Overview^{Δ†}:

- \$29.95 for unlimited transactions[♦] per month
- Entire monthly fee is rebated if you maintain a minimum balance at the end of each day during the month of \$6,000 in your account or \$100,000 in Savings and Investments. See the CIBC Smart Plus Account Fee Rebate Terms and Conditions, on pages 6 to 8, for more information including eligible Savings and Investments.
- Includes one eligible CIBC credit card account with an annual fee rebate for the primary card holder and up to three authorized users⁴. See “Smart Plus Credit Card Annual Fee Rebate Terms and Conditions” on page 9 for details.
- Unlimited non-CIBC ATM withdrawals in Canada, the U.S. and internationally^{5,6}
- Unlimited *Interac* e-Transfer[®] service included¹
- Includes free online cheque viewing
- Includes money orders and bank drafts
- Includes stop payments (on cheques and pre-authorized payments⁷ only)
- No annual administration fee on CIBC Investment RRSPs[■]
- Includes personalized cheques
- If you apply for and are approved for **CIBC Overdraft Protection Service⁴ (COPS)**, the COPS fee is not applicable, however you will pay interest on any overdraft amount on your account. Refer to page 16, CIBC Overdraft Protection Service (COPS), for more details on interest costs and over limit fees.

Record-keeping:

- Free paperless² record-keeping
- Monthly statement – \$2.25/month
- Quarterly statement – \$0.75/month
- Monthly statement with cheques imaged³ – \$2.75/month
- Interim statement – \$4.50 each

^Δ This is a non-interest bearing account.

[†] Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

[♦] See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

CIBC Smart Plus Account Fee Rebate Terms and Conditions

Below explains how you can earn an ongoing monthly fee rebate.

Eligibility

To benefit from the CIBC Smart Plus Account fee rebate, the following conditions must be met each month:

- Your CIBC Smart Plus Account must be open at the time the fee rebate is applied; and
- Maintain a minimum balance of:
 - \$6,000 at the end of each day during the month in your CIBC Smart Plus Account to earn a rebate for the monthly fee on that account; or
 - \$100,000[‡] of Savings and Investments (see definition and calculation below) at the end of each day during the month to earn a rebate for the monthly fee on one CIBC Smart Plus Account. If you have more than one CIBC Smart Plus Account, CIBC will determine which account will receive the Savings and Investments fee rebate.

If you are a client with personal assets at CIBC Wood Gundy, CIBC Private Investment Counsel or CIBC Private Banking you automatically qualify to receive the monthly fee rebate on one Smart Plus Account. If you have more than one Smart Plus Account, CIBC will determine which one will receive the monthly fee rebate. Any additional Smart Plus Account(s) you have is eligible for a monthly fee rebate by maintaining the \$6,000 minimum balance in the account(s).

The above rebate will replace any other fee discount or promotion on that account.

Savings and Investments

Savings and Investments are the following registered and non-registered products held in your name or jointly with other people:

- CIBC chequing accounts
- CIBC savings accounts
- Guaranteed Investment Certificates (GIC) issued by CIBC, CIBC Trust Corporation and CIBC Mortgages Inc.
- CIBC Investment Account
- CIBC Mutual Funds
- personal deposit and investment products held in CIBC Smart Investment Solutions, CIBC Managed Portfolio Services® (CIBC Securities Inc.), CIBC Personal Portfolio Services®, CIBC Passive Portfolios, CIBC Investor's Edge and CIBC Imperial Investor Services

The following are examples of products that are not Savings and Investments:

- non-personal or business CIBC products
- CIBC Smart Prepaid Visa and CIBC Smart Prepaid Travel Visa cards
- CIBC lending products
- Simplii Financial products
- CIBC Bank USA products
- deposit or investment products held at CIBC Mellon or with other investment dealers

Calculation of Savings and Investments Balances

a) Timing:

The calculation of daily Savings and Investments balances for each month will start on the day that is the first common business day of the month in all provinces and territories. Deposits and other credits may not be posted to your Savings and Investments on non-business days where these are held and will not be included in the daily balance calculation until posted.

Any daily Savings and Investments balances already calculated in the month in which a subsequent CIBC Smart Plus Account is opened or converted will be used to determine if the minimum balance of Savings and Investments is met for the month.

[‡] For the purpose of calculating the balance of Savings and Investments, balances in foreign currency will be considered to be stated in Canadian dollars and no foreign exchange conversion will apply.

b) Joint Accounts:

The daily balance of Savings and Investments is calculated separately for each accountholder and includes both the balance of Savings and Investments held solely by the accountholder and held jointly with any other person. At least one of you must meet the balance condition above **on a separate basis** to benefit from the CIBC Smart Plus Account fee rebate. For example, if you have a minimum balance of \$40,000 of Savings and Investments at the end of each business day during the month (including the balance held jointly with any other person) and the other accountholder has a minimum balance of \$80,000 of Savings and Investments at the end of each business day during the month (including the balance held jointly with any other person), neither of you has met the balance condition and the monthly fee will not be rebated.

Important Privacy Information about Joint CIBC Smart Plus Accounts

If you have a joint CIBC Smart Plus Account and the account is receiving a fee rebate because you meet the balance condition for Savings and Investments you hold individually or with another person, the other joint accountholder may infer that you hold at least \$100,000 in Savings and Investments and/or that you have other products with CIBC.

If you do not want the Savings and Investments held by you and your joint accountholder(s) to be used to qualify for a monthly fee rebate, please speak to your advisor at a CIBC banking centre to have the \$100,000 Savings and Investments balance condition removed from your CIBC Smart Plus Account.

General Terms and Conditions

The monthly account fee is subject to change at any time. The rebate will be applied to your monthly fee only and does not apply to additional services or any other account fees.

CIBC may at any time, without prior notice to you:

- change or cancel the CIBC Smart Plus Account
- change or cancel the Savings and Investments
- change the amount of the rebate
- cancel the rebate
- change these Terms and Conditions

Except as modified, the terms and conditions relating to the CIBC Smart Plus Accounts and Savings and Investments you hold remain in full force and effect.

Smart Plus – Credit Card Annual Fee Rebate Terms and Conditions

1. We will provide an annual fee rebate on one eligible credit card account for each CIBC Smart Plus account every year if, at the time your annual fee is charged, you hold a Smart Plus account and a CIBC credit card account and both accounts are open and in good standing.
2. Eligible credit cards are any CIBC personal credit cards with a primary cardholder annual fee of \$99 or more. The rebate is equal to 100% of the annual fee for the primary cardholder and up to 3 authorized users, to a maximum of the highest current annual fees that CIBC charges for Visa Infinite* credit cards.
3. If there is more than one eligible credit card account held by the Smart Plus accountholders, we will apply the rebate to the credit card account that would receive the highest rebate, then to the earliest credit card account opened. Once the rebate has been assigned to a credit card account, it will remain associated with that account as long as the account is for an eligible credit card. If you want the rebate to apply to a specific credit card account, please contact us.
4. If you qualify for the rebate, you will see a charge for your annual fee, along with the rebate, on your next statement after you qualify. If you already paid your annual fee for the year when you receive the rebate, we will also refund a proportionate amount of the annual fee that you already paid.
5. If your Smart Plus account is closed, you will be charged the regular applicable annual fees for your credit card on your next monthly statement. We will also provide you with a refund of the unused portion of the net annual fee that you already paid (if applicable).
6. This offer is not transferable and cannot be combined with any other offer. It may be withdrawn or changed without notice at any time. CIBC may, in its sole discretion, revoke this offer if you are believed to be manipulating or abusing it, or engaging in any suspicious or fraudulent activity.

Note on closing the account: For clients who choose to close their CIBC Smart Plus Account, regular annual fees will apply on their select CIBC Credit Card and the additional card. The current regular annual fee for these Credit Cards can be found online at cibc.com, by calling CIBC Telephone Banking at **1 800 465-CIBC (2422)** or you can inquire at any CIBC banking centre. These fees will be charged automatically to your Credit Card account on the first or second statement after you close your CIBC Smart Plus Account.

CIBC Everyday® Chequing Account

A basic account.

Overview^{Δ†}:

- Up to 12 transactions^Δ for \$4.00 per month
- \$1.25 for each additional transaction over 12
- Free online cheque viewing
- Personalized cheques available

Record-keeping:

- Free paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³ record-keeping
- Interim statement – \$4.50 each

^Δ This is a non-interest bearing account.

[†] Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

^Δ See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

Savings Account Options

CIBC eAdvantage® Savings Account

Overview[†]:

- Manage your account activity online
- \$5.00 per transaction^Δ
- Free transfers to your other CIBC personal bank accounts and Personal Line(s) of Credit (excluding *Interac* e-Transfer service)
- Free transfers to your CIBC Credit Card account(s)
- Personalized cheques available

Record-keeping:

- Paperless² record-keeping is free and is the only record-keeping option available for this account

CIBC US\$ Personal Account

Ideal if you receive U.S. funds or travel to the U.S. and wish to save in U.S. dollars.

Overview[†]:

- \$0.75 U.S./transaction^Δ (all fees for this account are levied in U.S. funds)
- Deposit U.S. funds directly at any CIBC bank machine in Canada
- Transfer funds between CIBC US\$ Personal Accounts through CIBC Online Banking®, CIBC Mobile Banking® and at any CIBC bank machine in Canada
- Withdraw U.S. funds from any CIBC U.S. currency bank machine in Canada
- Personalized cheques available

Record-keeping:

- Free paperless² record-keeping
- Monthly statement – \$2.25 U.S./month
- Quarterly statement – \$0.75 U.S./month
- Interim statement – \$5.00 U.S. each

Note on cheques: Cheques can be written on CIBC US\$ Personal Accounts. The transaction fee shown is for cheques written in U.S. currency only. For U.S. dollar cheques ordered prior to December 2011, if the payee of the cheque negotiates the cheque at a financial institution outside Canada, that institution may not accept the cheque or may deduct a large fee from the cheque's face value.

Note on Canadian dollar deposits: If Canadian dollars are deposited into the account, the exchange rate used will be the rate prevailing at the time the transaction is processed.

CIBC Smart™ for Seniors Options

Clients aged 65 and older will automatically be enrolled in CIBC Smart for Seniors so you get benefits that apply to your existing or new eligible account:

- Monthly or transaction fee discount on select bank accounts
- Free bank drafts and money orders*
- \$10.00 off the annual rental of a safety deposit box (any size)

CIBC Smart Account

Key benefits

- \$6.95 monthly fee discount, this means:
 - No monthly fee for up to 12 transactions, \$1.25 for each transaction over 12 to no more than \$10.00 for unlimited transactions[†]
- Entire monthly fee is rebated if you maintain a minimum end-of-day balance of \$4,000 each day during the month in this account
- Includes unlimited *Interac* e-Transfer service¹ and online cheque viewing
- The fee for 1 non-CIBC ATM withdrawal in Canada is rebated each month* (\$2.00 for each additional withdrawal)[‡]

Record-keeping

- Free paperless² option
- Regular fees apply for other record-keeping options

CIBC Smart Plus Account

Key benefits

- \$6.95 monthly fee discount, this means:
 - \$23.00 for unlimited transactions[†]
- Entire monthly fee is rebated if you maintain a minimum balance at the end of each day during the month of \$6,000 in your account or \$100,000 in Savings and Investments. See the CIBC Smart Plus Account Fee Rebate Terms and Conditions, on pages 6 to 8, for more information.
- Includes unlimited *Interac* e-Transfer service¹ and online cheque viewing

Record-keeping

- Free paperless² option
- Regular fees apply for other record-keeping options

CIBC Everyday Chequing Account

Key benefits

- \$4.00 monthly fee discount, this means:
 - No monthly fee for up to 12 transactions, \$1.25 for each transaction[†] over 12
- No \$1.50 *Interac* e-Transfer fee*
- Free online cheque viewing

Record-keeping

- Free paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³
- Interim statement - \$4.50 each

CIBC US\$ Personal Account

Key benefits

- 2 free transactions[†]/month

Record-keeping

- Free paperless² and other record-keeping options

[†] Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

[♦] See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

* A transaction fee may apply.

[‡] The withdrawal counts as a transaction and fees may apply.

Additional Account Details

Transactions:

A transaction includes cheques, withdrawals, transfers, pre-authorized payments, payments (including CIBC-branded⁸ loans), bill payments (including CIBC Credit Cards and CIBC Personal Lines of Credit) and debit purchases. Pre-authorized payments and transfers to CIBC-branded⁸ loans (excluding CIBC Personal Lines of Credit), mortgages and investments (registered and non-registered) are free. Payments to CIBC-branded⁸ mortgages are also free.

A transaction does not include debit purchases (excluding purchases made by pre-authorized payment), including transit fares and passes, made at Canadian public transit authority merchants classified by *Interac's* "Merchant Category Code" (MCC) as "Local and Suburban Commuter Passenger Transportation, including ferries". Debit purchases (excluding pre-authorized payment purchases) made at public transit authority merchants with this classification do not incur an account transaction fee. Debit purchases made at any other merchants offering public transit services are transactions and may incur an account transaction fee depending on the type of account.

For CIBC eAdvantage Savings Accounts, a transaction does not include transfers to your other CIBC personal bank account(s), your CIBC Personal Line(s) of Credit (except *Interac* e-Transfer service which will be treated as a transaction) and your CIBC Credit Card account(s).

Other fees (in addition to any transaction fee if applicable) include:

- Non-CIBC ATM withdrawals: For CIBC Smart Plus Accounts, the fee for all non-CIBC ATM withdrawals in Canada, the U.S. and internationally is rebated each month. For CIBC Smart Accounts and for clients enrolled in CIBC Smart Start or CIBC Smart for Students, the fee for 1 non-CIBC ATM withdrawal made in Canada is rebated each month.^{5,6}
- *Interac* e-Transfer service (see pages 20-21): The *Interac* e-Transfer fee is waived on CIBC Smart Accounts, CIBC Smart Plus Accounts and for clients who are enrolled in CIBC Smart Start, CIBC Premium Growth Account with Advantage for Youth, CIBC Smart for Students, CIBC 60 Plus Advantage®, and CIBC Advantage for Students (on the CIBC Everyday Chequing Account). Clients 65 years of age and older do not pay the *Interac* e-Transfer fee on any CIBC chequing account.
- Foreign currency transactions (including cheques written in currencies other than the account currency); see pages 22-23.

Statements:

Free Braille or Large Print statement available upon request.

Details on Using Your Accounts

CIBC Cardholder Banking Service

With the CIBC Cardholder Banking Service (previously known as the CIBC Convenience Banking Service), you can take care of your day-to-day banking needs 24/7 through CIBC bank machines in Canada, CIBC Online Banking, CIBC Mobile and CIBC Telephone Banking. You can call **1 800 465-CIBC (2422)** any time to speak to a CIBC Financial Service Representative.

CIBC Debit Cards:

When you open your account, you'll get a CIBC Debit Card which you can use to access your account. Your CIBC Debit Card includes the security of chip technology and active fraud monitoring.

For more information on CIBC Debit Cards, including card features and how to protect your debit card, please see the *Start banking with ease and peace of mind* brochure available at [cibc.com/legal](https://www.cibc.com/legal), any CIBC banking centre or by calling CIBC Telephone Banking at **1 800 465-CIBC (2422)**.

CIBC Overdraft Protection Service (COPS)

Protect yourself from an unexpected temporary shortfall of funds with CIBC Overdraft Protection Service. This service is available, subject to credit approval, on most Canadian dollar personal accounts and is one way to ensure you're covered in case of an overdraft.

There are two overdraft fee options available for COPS. These overdraft fee options do not apply to CIBC Smart Plus Accounts.

Pay Per Use Fee:

A \$5.00 fee will be applied to your account for any business day (based on end-of-day balances) in which an overdraft is created or increased. You also pay interest on the outstanding overdraft amount. There is no charge unless the overdraft is used. This fee option is not available to Quebec residents.

Monthly Fixed Fee:

A fixed monthly fee of \$5.00 is applied to your account at the end of every month regardless of whether the overdraft is created or increased or how many times the overdraft is used in the month. If the overdraft is used, you also pay interest on the outstanding overdraft amount.

Interest:

CIBC's overdraft interest rate is currently 21% per year and may vary from time to time. Interest will be calculated and debited monthly to your account, based on the final daily indebtedness in the account throughout the calendar month. Interest at the rate set by CIBC will apply both before and after the indebtedness becomes payable, before and after the CIBC Overdraft Protection Service Addendum is terminated, and before and after judgment is obtained against you.

Over Limit Fee:

If you have COPS and you are at (or over) your Overdraft Limit, and CIBC chooses to process a debit which overdraws your account, or which exceeds (or further exceeds) your Overdraft Limit, you will pay CIBC a \$5.00 charge (based on end-of-day balances), plus interest, at CIBC's then current overdraft interest rate, on the indebtedness, in addition to the overdraft fee option that applies to your account. If CIBC chooses to allow one or more such debits, it has no obligation to do so again at any time in the future. The Over Limit Fee does not apply to Quebec residents.

Casual Overdraft:

If you are not covered by CIBC Overdraft Protection Service, and CIBC chooses to process a debit which overdraws your account (based on end-of-day balances), you will pay CIBC a \$5.00 charge, plus interest, at CIBC's then current overdraft interest rate, on the indebtedness. If CIBC chooses to allow one or more such debits, it has no obligation to do so again at any time in the future.

Managing Your Day-to-Day Banking

Once you have your CIBC Debit Card, it's easy for you to access your money to do whatever you want – pay bills, make purchases, transfer money and more.

Direct Deposits:

- Regular deposits, such as your pay, government cheques, investment income payments, etc., can be deposited directly into your account
- You can access your money right away with no holds applied; see page 36 for our Hold Policy on Cheque Deposits.

Bill Payments:

- Register your bills once and pay your bills easily, quickly and conveniently
- Pay online, by phone or through a CIBC bank machine in Canada
- For your records, you'll get a confirmation number with every payment

Pre-Authorized Payments:

Ensure your bills are automatically paid on time. All you have to do is:

- Contact the company (utility, cable, insurance, etc.)
- Tell them you want to set up pre-authorized payments
- Fill out their pre-authorized payments form
- Have your basic account information or, if you have a CIBC Advantage Debit Card®, your debit card information handy (or you may need to provide a void cheque)

Interac e-Transfer

Send Money:

Send money to anyone with a personal Canadian dollar bank account using CIBC Online Banking and CIBC Mobile Banking.

Autodeposit:

When you register you'll get money sent via *Interac* e-Transfer automatically deposited directly into your bank account without having to answer a security question.

Request Money:

This feature allows you to request money from another person using *Interac* e-Transfer.

- Quick, easy and secure
- All you need is the person's e-mail address or Canadian mobile phone number
- Visit [cibc.com](https://www.cibc.com) to find out more

Personal Banking Services and Fees

The following fees and services may not be included in your monthly account or transaction fees, may be in addition to applicable transaction fees, and may count toward any monthly transaction limit applicable to your account.

Refer to your account features for details. All of these fees apply to personal accounts and, unless otherwise indicated, are applied in Canadian dollars except for U.S. dollar accounts where fees are charged in U.S. dollars.

Service	Fee Per Item
Withdrawals Made at CIBC Bank USA ATMs	<ul style="list-style-type: none">No ATM transaction fee[‡]; additional 2.5% administration⁵
Withdrawals Made at Non-CIBC Bank Machines <ul style="list-style-type: none">In Canada (<i>Interac</i> network)In U.S. (Plus[*] and Visa[*] networks)Outside of Canada and U.S. (Plus and Visa networks or other networks we make available)	<ul style="list-style-type: none">\$2.00 each[‡]\$3.00 each[‡] plus a 2.5% administration fee⁵\$5.00 each[‡] plus a 2.5% administration fee⁵
Debit Purchases (and Returns/Credits) Made with Merchants and Withdrawals Made at Financial Institutions Outside Canada with a CIBC Advantage Debit Card <ul style="list-style-type: none">In U.S. or other foreign currency	<ul style="list-style-type: none">Additional 2.5% administration fee⁵
Bank Drafts and Money Orders <ul style="list-style-type: none">Canadian currencyU.S. currencyForeign currency	<ul style="list-style-type: none">\$9.95[‡]\$9.95 CDN[‡]\$9.95 CDN[‡]
Request for Replacement of Bank Draft or Money Order <ul style="list-style-type: none">Drawn in Canadian currencyDrawn in U.S. currency or other foreign currency Note: Some conditions apply. Please ask a CIBC advisor for details.	<ul style="list-style-type: none">No fee\$25.00
Counter Cheques When you write a cheque that is not MICR-encoded for your account: <ul style="list-style-type: none">Canadian currencyU.S. currency	<ul style="list-style-type: none">\$5.00[‡]0.05% of face value (\$5.00 U.S. min – \$100.00 U.S. max)[‡]
Online Cheque Viewing <ul style="list-style-type: none">View images of items online	<ul style="list-style-type: none">\$1.50 per item viewed (free on CIBC Everyday Chequing Accounts, CIBC Smart Accounts, CIBC Smart Plus Accounts, CIBC Premium Growth Accounts and with the paperless record-keeping option²)
Personalized Cheques	<ul style="list-style-type: none">Fees vary depending on style and quantity[‡]
Interac e-Transfer <ul style="list-style-type: none">Sending an <i>Interac</i> e-TransferSending a Request for Money (fee charged per request only upon receipt of requested money)	<ul style="list-style-type: none">\$1.50[‡]. The <i>Interac</i> e-Transfer fee is waived on CIBC Smart Accounts, CIBC Smart Plus Accounts and for clients who are enrolled in CIBC Smart Start, CIBC Advantage for Youth, CIBC Smart for Students, CIBC 60 Plus Advantage[®] and CIBC Advantage for Students (on the CIBC Everyday Chequing Account). Clients 65 years of age and older do not pay the <i>Interac</i> e-Transfer fee on any CIBC chequing account.¹Free⁹
Payment Items (including Cheques, Pre-Authorized Payments and Other Instruments) Rejected or Returned Due to Insufficient Funds in the Account (NSF)	<ul style="list-style-type: none">\$45.00 every time the payment is presented or represented for payment^{‡11}
Search and Copy of Cheque or Other Item via Telephone Banking or Banking Centre Note: Debit memos are not returned.	<ul style="list-style-type: none">\$5.00 per item
Stop Payments <ul style="list-style-type: none">Cheques/Pre-Authorized Payments⁷ – Full Details ProvidedCheques/Pre-Authorized Payments⁷ – Full Details Not ProvidedOn <i>Interac</i> e-Transfer	<ul style="list-style-type: none">\$12.50 per request\$20.00 per request\$3.50 per request

[‡] In addition to transaction fee (if applicable).

¹¹ Merchants and other payees may present a rejected/returned item multiple times and a fee will be charged each time.

Personal Banking Services and Fees

The following fees and services may not be included in your monthly account or transaction fees, may be in addition to applicable transaction fees, and may count toward any monthly transaction limit applicable to your account.

Refer to your account features for details. All of these fees apply to personal accounts and, unless otherwise indicated, are applied in Canadian dollars except for U.S. dollar accounts where fees are charged in U.S. dollars.

Service	Fee Per Item
Wire Payments Outgoing Wire Payments <ul style="list-style-type: none">\$10,000 or less\$10,000.01 - \$50,000Greater than \$50,000 Incoming Wire Payments <ul style="list-style-type: none">Canadian and U.S. currencyOther currencies	<ul style="list-style-type: none">\$30.00 per payment¹⁰\$50.00 per payment¹⁰\$80.00 per payment¹⁰ <p>Note: Outgoing wire fees will be charged in Canadian currency. For wires from foreign currency accounts (including U.S. accounts), the equivalent fee will be charged in the same currency as the account using an exchange rate set by CIBC on a date determined by CIBC.</p> <ul style="list-style-type: none">\$15.00 per payment¹⁰ (charged in the same currency as the incoming payment and deducted from the incoming payment amount)\$15.00 CDN per payment¹⁰ (converted to the same currency as the incoming payment using an exchange rate set by CIBC on a date determined by CIBC and deducted from the incoming payment amount)
Wire Return Fee	<ul style="list-style-type: none">\$35.00 per payment¹⁰ <p>Wire return fee is deducted from incoming payment before funds are deposited into account.</p>
Wire Payment Investigation <ul style="list-style-type: none">RecallTraceAmend[§]	<ul style="list-style-type: none">\$35.00 per investigation¹⁰\$35.00 per investigation¹⁰\$35.00 per investigation¹⁰
Inter-Branch Payments (between CIBC banking centres in Canada) <ul style="list-style-type: none">\$10,000 or less\$10,000.01 - \$25,000\$25,000.01 - \$100,000Greater than \$100,000	<ul style="list-style-type: none">\$15.00 per payment\$30.00 per payment\$60.00 per payment\$100.00 per payment <p>Note: Additional out-of-pocket expenses may apply</p>
Account Transfer to Other Financial Institution <ul style="list-style-type: none">Transfer bank account (by means of a Balance of Account form)Transfer from CIBC RRSP/RRIF/LIF Daily Interest Savings Account/GICTransfer from CIBC TFSA Tax Advantage Savings Account®/GIC	<ul style="list-style-type: none">\$19.50 per account\$100.00 per transfer\$100.00 per transfer
Search for Accounts <ul style="list-style-type: none">Search for accounts of deceased or incapacitated personsLetter to confirm account balance, interest, etc., if required	<ul style="list-style-type: none">\$6.50 per name per banking centre (minimum \$22.00 plus applicable taxes)Free
Collection Items Incoming Collections	CIBC will charge a fee to other financial institutions requesting collection of items drawn on CIBC accounts and will deduct the fee from the amount paid to the other financial institution.
Cheques Written in Currencies Other than the Account Currency	<ul style="list-style-type: none">\$20.00[‡] per cheque
Copy of Statement	<ul style="list-style-type: none">\$5.00 per statement

[§] Wire amendment fees may apply to both incoming and outgoing wire payments.

[‡] In addition to transaction fee (if applicable).

Personal Banking Services and Fees

The following fees are applied in Canadian dollars except where otherwise noted.

Safety Deposit Boxes

Safety deposit boxes are available in a variety of sizes and prices which vary by CIBC banking centre. Annual price will be disclosed on the Safety Deposit Box Lease Agreement. Rent is always paid in advance.

Box Size Category	Price/Year*
Small	\$80.00
Medium	\$135.00
Large	\$250.00
Extra Large	\$500.00 and above**

* Fees will be charged in Canadian currency. Plus applicable taxes.

** Annual price may vary depending on the dimensions of the box.

For available sizes and corresponding pricing, please contact your CIBC banking centre or CIBC advisor.

Safety Deposit Box Closing

If your box is closed within one year after it is opened, CIBC will refund the rent based on the months remaining, up to a maximum of 6 months.

If your box is closed after the first full year, CIBC will refund your rent pro-rated on the remaining months in the term.

Replacement Services**

Replacement of lost keys	\$15.00 per key
Drilling of box and replacement of lost keys	\$200.00

** Fees will be charged in Canadian currency. Plus applicable taxes.

Dormant (Inactive) Accounts

A CIBC Account is considered dormant if you have not initiated any transactions for a 24-month period. Dormant accounts that receive a monthly statement will automatically be switched to quarterly statements.

Status	Fee/Year**
Dormant for 2, 3 or 4 years	\$20.00
Dormant for 5, 6, 7 or 8 years	\$30.00
Dormant for 9 years	\$40.00

** Or the account balance, whichever is less. Not applicable to accounts where all accountholders are 18 years of age or younger.

Note: Fees for U.S. dollar accounts are charged in U.S. dollars. After 10 years, if your account remains dormant, your Canadian dollar balance is transferred to the Bank of Canada.

To activate a dormant account, you can:

- Make a deposit, withdrawal, transfer or bill payment at any CIBC banking centre or CIBC bank machine in Canada*
- Deposit a cheque with your mobile device using CIBC eDeposit®
- Make a withdrawal at any other bank machine displaying the *Interac*, Visa or Plus logo*
- Make a debit purchase*
- Call CIBC Telephone Banking at **1 800 465-CIBC (2422)**

Services to Non-CIBC Bank Account Clients

- Non-CIBC clients who make withdrawals at CIBC ATM machines will be charged up to \$5.00 per item
- If a banking centre chooses to negotiate a CIBC cheque from a non-CIBC bank account client – \$5.00 each

Note: Fees do not apply to payment of Government of Canada remittances or cashing of Government of Canada cheques. See page 35 for information on how to cash Government of Canada cheques.

Account Conversion

The following applies if you change your account type prior to the end of the final business day of the month.

For account types with a different fee structure, all transactions during that month (including those made before the change) will be subject to the fees under the fee structure that applies to your new account type at the end of the month. However, any fees which have already been paid or deducted from your account during the month (e.g., for money orders) will not be refunded upon conversion.

For account types with different interest rate terms, interest will be calculated up to and including the day prior to account conversion and paid based on the old account terms, and will be calculated from and including the day conversion takes effect and paid based on the new account terms.

* A transaction fee may apply.

Accounts No Longer Offered

Fees for the following accounts:

- CIBC Personal Chequing Account^Δ
- CIBC EverydayPlus[®] Account^Δ
- CIBC Waive Account[®]
- CIBC Chequing Savings Account¹¹

Feature [†]	CIBC Personal Chequing Account	CIBC EverydayPlus Account	CIBC Waive Account	CIBC Chequing Savings Account
Transactions [*]	\$1.25 each [◊] Note: If you maintain a minimum end-of-day balance of \$1,500 each day during the month in this account, we will rebate your transaction fees ⁶ on the account (the fees eligible for this rebate are indicated with a ◊ in this chart)	\$11.95/month for 0–25 transactions \$1.25 for transactions above 25	\$3.90/month for 0–10 transactions [◊] \$1.25 for transactions above 10 [◊] Note: If you maintain a minimum end-of-day balance of \$1,500 each day during the month in this account, we will rebate your transaction fees ⁶ and your monthly fee on the account (the fees eligible for this rebate are indicated with a ◊ in this chart)	\$1.25 each [◊] Note: If you maintain a minimum end-of-day balance of \$1,500 each day during the month in this account, we will rebate your transaction fees ⁶ on the account (the fees eligible for this rebate are indicated with a ◊ in this chart).
Interac e-Transfer service	\$1.50 each*	1 free Interac e-Transfer each month (\$1.50 after 1 free)*	\$1.50*	\$1.50*
Clients 65 years of age and older do not pay the Interac e-Transfer fee on any CIBC chequing account.*				
CIBC Smart for Seniors monthly fee discount (for clients 65 years of age or over)	Up to a \$4.00 monthly fee discount	\$6.00 monthly fee discount	\$3.90 monthly fee discount	N/A
Record-Keeping:				
Paperless option ²	Free	Free	Free	Free
Monthly statement	\$2.25/month [◊]	\$2.25/month	\$2.25/month [◊]	\$2.25/month [◊]
Quarterly statement	\$0.75/month [◊]	\$0.75/month	\$0.75/month [◊]	\$0.75/month [◊]
Monthly statement with cheques imaged ³	\$2.75/month	\$2.75/month	\$2.75/month	N/A
Interim statement	\$4.50 each	\$4.50 each	\$4.50 each	\$4.50 each

^Δ This is a non-interest bearing account.

[†] Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

^{*} See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

^{*} A transaction fee may apply.

Accounts No Longer Offered (continued)

Fees for the following accounts:

- CIBC Investor's Rate Account®
- CIBC Daily Interest Savings Account
- CIBC Regular Savings Account

Feature†	CIBC Investor's Rate Account	CIBC Daily Interest Savings Account	CIBC Regular Savings Account
If you maintain a minimum end-of-day balance of \$5,000 each day during the month in these accounts, we will rebate your transaction fees ⁶ on the account (the fees eligible for this rebate are indicated with a ◊ in the chart below).			
Transactions★	\$1.25 each◊	\$1.25 each◊	\$1.25 each◊
Record-Keeping			
Paperless option ²	Free	Free	Free
Monthly statement	\$2.25/month◊	\$2.25/month◊	\$2.25/month◊
Quarterly statement	\$0.75/month◊	\$0.75/month◊	\$0.75/month◊
Monthly statement with cheques imaged ³	\$2.75/month	N/A	N/A
Interim statement	\$4.50 each	\$4.50 each	\$4.50 each
CIBC Smart for Seniors	Clients 65 years of age or over receive free transactions, free monthly statements, quarterly statements and monthly statements with cheques imaged ³ .		

Fees for the following accounts:

- CIBC Premium Growth Account
- CIBC Bonus Savings Account

Feature†	CIBC Bonus Savings Account	CIBC Premium Growth Account
Transactions★	1 free/month and \$5.00 for each additional transaction	\$1.50 each
Online cheque viewing	N/A	Free
Record-Keeping		
Paperless option ²	Free	Free
Monthly statement	\$2.25/month	\$2.25/month
Quarterly statement	\$0.75/month	\$0.75/month
Monthly statement with cheques imaged ³	\$2.75/month	\$2.75/month
Interim statement	\$4.50 each	\$4.50 each
CIBC Smart for Seniors	N/A	Clients 65 years of age or over receive 2 free transaction/month and free monthly statements, quarterly statements and monthly statements with cheques imaged ³ .

† Additional fees may apply to the operation of your account(s) or if you switch account types; see pages 20–25 for details.

★ See Additional Account Details on page 14 for the definition of “transaction” and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

Benefits No Longer Offered

CIBC Advantage® for Youth

Clients who enrolled in CIBC Advantage for Youth on the CIBC Premium Growth Account prior to April 18, 2022 continue to qualify for the following benefits:

- Free transactions[♦]
- Unlimited *Interac* e-Transfer service included¹
- Free online cheque viewing
- Free paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³ record-keeping
- Interim statement – \$4.50 each.

Once you turn 19, your account is no longer eligible to earn higher than regular interest for Youth and standard fees will automatically apply. This means your CIBC Premium Growth Account will be charged fees for each transaction[♦] and record-keeping options other than paperless, as outlined on pages 20-29.

CIBC 60 Plus Advantage®

Clients who enrolled in CIBC 60 Plus Advantage prior to September 1, 2017 continue to qualify for the following benefits¹²:

- On the CIBC Smart Account, free transactions[♦], unlimited *Interac* eTransfer® service, no monthly fee, the fee for 1 non-CIBC ATM withdrawal in Canada is rebated each month (\$2.00 for each additional withdrawal)[‡], free online cheque viewing and free record-keeping including paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³.
- On the CIBC Everyday Chequing Account, free transactions[♦], no monthly fee, free online cheque viewing and free record-keeping including paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³
- On the CIBC Premium Growth Account, 2 free transactions[♦] per month and free online cheque viewing
- On the CIBC Personal Chequing Account, CIBC Waive Account, CIBC Investor's Rate Account, CIBC Daily Interest Savings Account and CIBC Regular Savings Account, free transactions[♦], no monthly fee and free record-keeping including paperless² option. Benefits are not available on the CIBC Chequing Savings Account or the CIBC EverydayPlus Account. (Note: these accounts are no longer for sale.)
- No \$1.50 *Interac* e-Transfer fee on any CIBC chequing account.*
- Free bank drafts and money orders*
- \$10.00 off the annual rental of a safety deposit box (any size)

For all accounts: interim statement \$4.50 each (\$5.00 each for the CIBC US \$ Personal Account).

CIBC Everyday Chequing Account with RDSP monthly fee rebate

Clients who enrolled in the CIBC Everyday Chequing Account with RDSP monthly fee rebate prior to April 18, 2022 continue to qualify for the following benefits:

- Up to 12 transactions[♦] per month with the \$4.00 monthly fee rebated
- \$1.25 for each additional transaction over 12 transactions
- Free online cheque viewing
- Free record-keeping options are available including paperless², monthly statement, quarterly statement or monthly statement with cheques imaged³

CIBC Advantage® for Students

Full-time college, university or CEGEP students who enrolled in CIBC Advantage for Students prior to September 1, 2017 continue to qualify for the following benefits:

- On the CIBC Everyday Chequing Account, free transactions[♦], no monthly fee, free online cheque viewing, free *Interac* e-Transfer service and free record-keeping including paperless², monthly statement or monthly statement with cheques imaged³.
- On the CIBC Personal Chequing Account, CIBC Chequing Savings Account, CIBC Waive Account, CIBC Investor's Rate Account, CIBC Daily Interest Savings Account and CIBC Regular Savings Account, free transactions[♦], no monthly fee, and free record-keeping including paperless², monthly statement or quarterly statement and monthly statement with cheques imaged³ is \$2.75/month. (Note: these accounts are no longer for sale.)

For all accounts: interim statement \$4.50 each.

[♦] See Additional Account Details on page 14 for the definition of "transaction" and other important information. Any free or unused transactions cannot be carried forward for use in subsequent months.

[‡] The withdrawal counts as a transaction and fees may apply.

* A transaction fee may apply.

Other Important Information

Opening a Personal Bank Account

To complete a personal bank account application, you will need to provide your name, date of birth, occupation, if any, and address, if any. In addition, you will need to provide one piece of valid, original and not substantially defaced government-issued photo identification from the Acceptable Identification List below.

Acceptable Identification List[§]:

- A driver's licence issued in Canada, as permitted to be used for identification purposes under provincial law. In Quebec, this can only be used if you volunteer it when asked for identification. In British Columbia, a BC Services Card may indicate it is a Services Card and a driver's licence; either a standalone BC Services Card or a combined BC Driver's Licence and Services Card can be accepted
- A Canadian passport
- A Certificate of Canadian Citizenship or a Certification of Naturalization, in the form of a card but not a commemorative issue
- A Canadian Permanent Resident card
- A Certificate of Indian Status issued by the Government of Canada
- A provincial or territorial health insurance card, as permitted to be used for identification purposes under provincial law. This identification is not valid for Ontario, Manitoba, Nova Scotia or Prince Edward Island. In Quebec, this can only be used if you volunteer it when asked for identification. In British Columbia, a BC Services Card may indicate it is a Services Card and a driver's licence; either a standalone BC Services Card or a combined BC Driver's Licence and Services Card can be accepted

- A document or card, bearing your photograph and signature, issued by any of the following authorities or their successors: Insurance Corporation of British Columbia; Alberta Registries; Saskatchewan Government Insurance; Department of Service Nova Scotia and Municipal Relations; Department of Transportation and Public Works of the Province of Prince Edward Island; Service New Brunswick; Department of Government Services and Lands of the Province of Newfoundland and Labrador; Department of Transportation of the Northwest Territories; Department of Community Government and Transportation of the Territory of Nunavut

Note: If you cannot provide at least one piece of identification from the Acceptable Identification List above, you may provide two identification documents from a reliable source, including the Identification Documents List below, one must show your name and date of birth, and the other must show your name and address.

Your account may be set up with limited Access to Deposited Funds Limits (see definition on page 37), and CIBC Overdraft Protection Service will not be available to you.

Identification Documents List

- A Certificate of Canadian Citizenship or a Certification of Naturalization, in the form of a paper document but not a commemorative issue
- Citizenship and Immigration Canada Form IMM 1000, IMM 1442, IMM 5292 or IMM 5688
- A health card (without photo) issued by a province or territory (excluding Ontario, Prince Edward Island, Manitoba and Yukon)
- A birth certificate issued in Canada
- Recent notices of tax assessments issued by the Government of Canada or the government of a province, territory or municipality
- Recent statements of benefits from the Government of Canada or the government of a province or territory
- Recent Canadian public utility bills
- Recent bank account or credit card statements
- An eligible foreign passport

[§] Note that other forms of identification may be acceptable, please contact your nearest banking centre or visit [cibc.com/identification](https://www.cibc.com/identification) for details.

Alternatively, you may present one piece of identification from the Identification Documents List above that shows your name and date of birth, if your identity can be confirmed by a client in good standing with CIBC, or an individual in good standing* in the community in which the banking centre is located.

CIBC reserves the right to refuse to open an account if one or more of the following circumstances is applicable to the individual requesting the opening of the account:

- CIBC has reasonable grounds to believe that the account will be used for illegal or fraudulent purposes
- The individual has a history of illegal or fraudulent activity in relation to providers of financial services within the seven-year period preceding the account application date
- CIBC has reasonable grounds to believe that the individual, for purposes of opening the account, knowingly made a material misrepresentation in the information provided to CIBC
- CIBC has reasonable grounds to believe that it is necessary to refuse to open the account in order to protect the clients or employees of CIBC from physical harm, harassment or other abuse
- The individual refuses CIBC's request for consent to:
 - Verify the validity of the pieces of identification presented by the individual to CIBC, and/or
 - Verify whether any of the above circumstances are applicable to the individual

If you have concerns, refer to page 39 for CIBC's complaint resolution process or page 41 for how to contact the Financial Consumer Agency of Canada (FCAC).

Cashing Government of Canada Cheques

CIBC will cash Government of Canada Cheques for up to \$1,750, without charge. The minimum identification requirements to cash a Government of Canada cheque are different from the requirements for opening a personal account. In order to cash a government cheque, you will need:

- One valid, original piece of identification issued by the Government of Canada, or the government of a province or territory, from the Acceptable Identification list above (see page 32), if the piece of identification presented has both your photograph and signature; or
- Two valid, original pieces of identification from the Identification Documents List (see page 33) – one must show your name and date of birth, and the other must show our name and address; or
- One valid, original piece of identification from the Identification Documents List above (see page 33) that shows your name and date of birth, if your identity is also confirmed by a client in good standing with CIBC or by an individual in good standing* in the community.

If you have concerns, refer to page 39 for CIBC's complaint resolution process or page 41 for how to contact the FCAC.

CIBC will also cash certain provincial or municipal government cheques if they are drawn on CIBC or guaranteed by the government. We recommend you open a CIBC Personal Bank Account and set up Direct Deposit so the government (or companies) can deposit your funds directly into your bank account. Authorizing a Direct Deposit will ensure timely receipt in the event of postal delays.

* The individual in good standing in the community may be required to present identification in accordance with the first paragraph of the Opening a Personal Bank Account section (page 32).

Our Hold Policy on Cheque Deposits to any Personal Deposit Account

For purposes of this policy:

- “Cheque” also includes certified cheques, bank drafts, money orders and other instruments
- Saturday, Sunday and holidays are not business days

Understanding hold periods

When you deposit a cheque in your Personal Bank Account, a hold period may apply to allow time for the cheque to clear. The funds will appear in your account at the time of deposit, but you may not be able to access them until the hold period expires. The day of deposit and hold period expiry are based on the location of the banking centre of your account (not local time where the deposit was made).

Even after the hold period expires, there is no guarantee that a cheque will not be returned to us unpaid. If a cheque is returned unpaid for any reason at any time, either during or after the expiry of the hold period, we have the right to charge the amount of the cheque to your account.

How long are funds held?

The length of the hold period for cheques depends on the currency, amount of the cheque and other factors:

- For a CDN\$ cheque drawn on a financial institution’s banking centre located in Canada, the normal length of time we will hold funds is four business days after the day of deposit. The maximum hold periods are as follows:

CDN\$ Cheque Amount	Way You Deposit	Maximum Hold Period
\$1,500 or less	In banking centre	4 business days after day of deposit
	By CIBC bank machine in Canada or any other way	5 business days after day of deposit
Greater than \$1,500	In banking centre	7 business days after day of deposit
	By CIBC bank machine in Canada or any other way	8 business days after day of deposit

- For a non-CDN\$ cheque drawn on a financial institution’s banking centre located in Canada, the normal length of time we will hold funds is 10 business days. The maximum hold period is 20 business days
- For a non-CDN\$ cheque drawn on a financial institution’s banking centre located outside of Canada, the normal length of time we will hold funds is 15 business days. The maximum hold period is estimated to be 30 business days

Reasons we may hold the funds beyond the maximum period

We may extend the maximum hold periods in some circumstances, including (but not limited to) where:

- CIBC has reasonable grounds to believe that the deposit is being made for illegal or fraudulent purposes in relation to an account
- An account has been open for less than 90 days
- The cheque:
 - Is not encoded with magnetic ink character recognition or is not readable by operational systems (for example, if damaged or mutilated)
 - Has been endorsed more than once
 - Is deposited six months or more after the date of the cheque

The hold period under these circumstances is estimated to be 30 business days and could be longer for non-CDN\$ cheques drawn on a financial institution’s banking centre located outside of Canada.

Access to Deposited Funds Limits

Access to Deposited Funds Limits may apply to cheque deposits you make in a banking centre, at a CIBC bank machine in Canada or any other way. These limits are the dollar amount you will have access to until the hold period expires on your deposit. To ask about your Access to Deposited Funds Limits, call CIBC Telephone Banking 24/7 at **1 800 465-CIBC (2422)** or visit your nearest banking centre.

CIBC’s Hold Policy and Access to Deposited Funds Limits are subject to the Personal Account Agreement, which governs your account.

Balance Alerts

If you provide the necessary contact information to CIBC (email address, Canadian mobile number or registration for CIBC Online Banking or CIBC Mobile Banking) and haven't opted out, for each personal deposit account you open, CIBC will send you an electronic alert when the Available Balance on the account falls below \$100 or an amount set by you. You may opt out of these alerts by following the instructions in the alert message or through CIBC Online Banking or CIBC Mobile Banking. You may change alert preferences through CIBC Online Banking or CIBC Mobile Banking or by contacting CIBC Telephone Banking. Due to their nature, alerts may be intercepted, reviewed or altered by others with access to your account or device(s). CIBC will not be liable for any losses arising out of your use of or inability to use the alerts, or if alerts are delayed or not delivered due to factors beyond CIBC's reasonable control except as may be required by applicable law.

Your Available Balance means the amount of funds in your account less Funds on Hold. This is the amount of money in your account that is available for immediate use, but does not include any overdraft limit (if applicable).

Funds on Hold means cheques deposited to your account which are subject to a waiting period or 'hold' before you are able to withdraw the funds. For more information about holds and CIBC's Hold Policy, see pages 36 and 37.

Notice of Fee Changes

If we propose to change a fee or introduce a new fee applicable to your account, we will give you notice in accordance with the "Communicating with You" and "Changing this Agreement" sections of the Personal Account Agreement.

Our commitment to you

At CIBC, we're committed to giving you the best possible service whenever and however you bank with us. As we build an enduring relationship with you to help make your ambitions reality, our Service Commitment explains what you can expect from us. We feel privileged to serve you and we strive to show it every day.

How we will resolve your complaint

Our team members have the power to resolve your complaint and make things right. And we will do it as quickly as possible. Here's how to engage our team:

Step 1: Voice your complaint

Our team is here to help. As a first step in the complaint process, please:

- speak with your advisor, relationship manager or other CIBC team member who you are dealing with;
- visit your local banking centre; or
- call CIBC Telephone Banking at **1 800 465-CIBC (2422)**

Step 2: Escalate your complaint

You may choose to escalate your complaint to one of our Care teams. You have two ways to escalate your concern:

- Ask the person you spoke with in Step 1 to escalate your complaint for you, or
- You can contact the Care team directly at the number given below

If your complaint isn't resolved by the team member you spoke with in Step 1 within 14 days from the day you voiced it to us, we automatically escalate your complaint to one of our Care teams. We assign your complaint to a Care team member who will review your complaint and respond to you directly.

Personal and Business Banking including Private Banking Clients:

Contact the Client Care Centre by:

- Telephone:** **1 800 465-2255**
Online: **www.cibc.com/escalate**
Mail: CIBC Client Care
P.O. Box 15, Station A
Toronto ON M5W 1A2

Step 3: Appeal the decision

If you don't accept the response you get from the team member in Step 2, you can appeal the decision. You can ask to have your complaint escalated to the CIBC Client Complaint Appeals Office (CCAO). You may also contact the CCAO directly.

The CCAO is part of CIBC. Its mandate is to review your complaint and provide a response that's objective and unbiased to resolve matters with you. The CCAO is not an independent dispute resolution service. However, in an effort to be impartial, they do not report directly to any business area at CIBC. It can take the CCAO 3 to 5 weeks to complete an investigation depending on the nature and complexity of your complaint. Any statutory limitation periods that apply to your case will continue to run while the CCAO reviews your complaint, which may impact your ability to begin a civil action.

You can contact the CCAO by:

- Telephone: 1 888 947-5207
- Online: www.cibc.com/appeal
- E-mail: clientcomplaintappeals@cibc.com
- Mail: CIBC Client Complaint Appeals Office
P.O. Box 342, Commerce Court
Toronto ON M5L 1G2

If you do not accept the decision of the CCAO, or when 56 days have elapsed after CIBC received your complaint, you can contact the Ombudsman for Banking Services and Investments (OBSI) whose purpose is to review your complaint.

Independent consumer support agencies

In addition to CIBC's Service Commitment to you, there are a number of external agencies that monitor Canada's financial industry to ensure compliance and reliable access to financial services. You can raise your complaint to these agencies.

Ombudsman for Banking Services and Investments (OBSI)

OBSI is independent from CIBC. You have the right to ask OBSI to review your complaint about banking products and services or investments. After the CCAO investigation, you have up to six months after the date of CIBC's response to you to contact OBSI. OBSI reserves the right to decline requests for investigations after six months have passed since CIBC responded to your complaint.

Where appropriate, OBSI may ask the CCAO to help them find the earliest possible resolution of your complaint.

You can reach the OBSI by:

- Telephone: 1 888 451-4519
- Fax: 1 888 422-2865
- E-mail: ombudsman@obsi.ca
- Online: www.obsi.ca
- Mail: Ombudsman for Banking Services and Investments
20 Queen Street West, Suite 2400
P.O. Box 8
Toronto ON M5H 3R3

The Financial Consumer Agency of Canada (FCAC)

The FCAC supervises federally regulated financial institutions, including CIBC. The FCAC ensures compliance with federal financial consumer protection measures. For example, financial institutions must give consumers information about their fees, interest rates and complaint handling procedures. The FCAC also helps educate consumers and monitors voluntary codes of conduct and public commitments designed to protect consumers' interests. If you have a regulatory complaint or a complaint concerning a voluntary code of conduct or public commitment, you can reach the FCAC by:

- Telephone: 1 866 461-3222 (English)
or 1 866 461-2232 (French)
- Online: www.canada.ca/en/financial-consumer-agency.html
- Mail: Financial Consumer Agency of Canada
427 Laurier Ave. West, 6th Floor
Ottawa ON K1R 1B9

The FCAC will find out whether the financial institution is in compliance with regulations, voluntary codes of conduct or public commitments. However, the FCAC will not resolve individual consumer complaints.

Office of the Privacy Commissioner of Canada

If your complaint involves a privacy issue you may contact the Office of the Privacy Commissioner of Canada:

Telephone: **1 800 282-1376**

Online: **www.priv.gc.ca**

Mail: 30 Victoria Street
Gatineau QC K1A 1H3

Voluntary Codes of Conduct and Public Commitments

As part of our Service Commitment to you, CIBC has adopted a number of voluntary codes of conduct and public commitments. You can expect that we will observe these codes and commitments when you do business with CIBC.

For more information on these voluntary codes and commitments, please visit cibc.com or any CIBC banking centre to obtain a copy of *Our Service Commitment to You* brochure.

General Terms and Conditions

Your Personal Account Agreement contains important terms and conditions governing your account. Please be sure to read it.

CIBC may change the terms or features of any account, or replace any account with another type of account from time to time with or without notice or consent unless notice or consent is required by law.

Personal accounts are for personal use only. Businesses (including sole proprietorships) must obtain a CIBC business account.

In most cases, transactions done at a banking centre or a bank machine inside, or outside of Canada, and *Interac* Debit purchases or Visa Debit purchases after 6:00p.m. local time, will have a transaction date of the next business day. Transactions done through CIBC Telephone Banking, CIBC Online Banking and CIBC Mobile Banking, after 6:00p.m.

(Eastern Time) will have a transaction date of the next business day.

Please note that Saturday, Sunday and holidays are not considered business days. Any fees or interest, if applicable, will be calculated from the transaction date, unless specified otherwise for certain accounts.

Fees are calculated for the calendar month up to and including the final business day of the month. Such fees are dated the final calendar day of the month but are not posted until the first business day in the following month.

Interest is credited to your account as of the last business day in the interest period. However, the interest cannot be withdrawn, and will not be printed at banking centre terminals or at CIBC bank machines in Canada, nor made available through CIBC Telephone Banking, CIBC Online Banking or CIBC Mobile Banking until two business days after the end of the interest period. Interest rates quoted are annual and are subject to change without prior notice and are displayed on interest rate sheets in banking centres.

If your account pays interest based on the minimum monthly or minimum semi-annual balance, a deposit made on the first business day of the period is credited as if it were actually made on the first calendar day (if earlier).

Seven days' prior notice may be required for withdrawals by cheque or otherwise.

U.S. currency coins deposited into any CIBC account (Canadian or U.S. dollar) will be treated as if they were Canadian currency coins.

Digital or electronic representations of cheques and other instruments, or the relevant information from the cheque or instrument, may be made or captured and used by financial institutions involved in the exchange and clearing of payments in Canada and elsewhere, in which case the original paper item may be destroyed and not returned to you. CIBC is entitled to act upon such a representation or information for all purposes as if it were the original paper item. CIBC and other financial institutions may reject any cheque or other instrument that does not comply in all respects with all applicable by-laws, regulations, rules and standards of CIBC and the Canadian Payments Association.

CIBC may act upon any instructions or other information relating to your account or dealings that are provided by mail, non-secure methods of electronic communication¹³, or other delivery method CIBC approves for use by you from time to time. If we choose to, CIBC will be authorized to rely and act upon any such instructions or other information that we receive from you or in your name. CIBC reserves

the right, but not the obligation, to first obtain verbal or written confirmation before executing any such instructions. CIBC does not have to act upon any such instructions or other information if we are unsure whether they are accurate or are really from you, or if we do not understand them. If you send instructions or notice to us through ordinary mail, it must be sent to the branch of account unless we agree otherwise. Instructions or other information received by mail, non-secure methods of electronic communication¹³, or other delivery method will be considered to be received by CIBC only during the usual business hours of, and when it is brought to the attention of the officer at, the branch of account to whom it is addressed. Instructions or information not addressed to any particular person will be considered to be addressed to the manager of the branch of account. If you need to send instructions or other information to more than one CIBC office, you will send separate communications to each of them. For example, if you hold accounts at multiple CIBC branches, you must send separate notices to each CIBC branch or office.

You understand that non-secure methods of electronic communication¹³ are not secure means of communication and that CIBC does not use encryption or digital signatures for incoming or outgoing e-mail. You also understand that CIBC does not recommend that customers use non-secure methods of electronic communication¹³ for any confidential purposes or share their Internet access with others. If you nonetheless choose to do so, you assume full responsibility for the risks of doing so. These risks include, without limitation, the possibility that:

- someone other than the intended recipient could receive, intercept, read, retransmit or alter your messages;
- messages could be lost, delivered late, or not received;
- someone could send unauthorized messages under your name or your identity;
- computer viruses could be spread by e-mail causing damage to computers, software or data. We therefore recommends that all customers use up-to-date virus-checking software.

Notes

- ¹ Each *Interac* e-Transfer you send counts as a transaction for calculating your monthly fee. The *Interac* e-Transfer fee is waived on CIBC Smart Accounts, CIBC Smart Plus Accounts and for clients who are enrolled in CIBC Smart Start, CIBC Advantage for Youth, CIBC Smart for Students, CIBC 60 Plus Advantage and CIBC Advantage for Students (on the CIBC Everyday Chequing Account). Clients 65 years of age and older do not pay the *Interac* e-Transfer fee on any CIBC chequing account. *Interac* e-Transfer service has maximum dollar limits that you can send. Refer to cibc.com for details.
- ² “Paperless” record-keeping is a paper-free alternative to printed statements. This option enables clients to track account activity online or by phone or a CIBC bank machine in Canada. Please note, no printed statements will be sent to clients selecting this option. Clients must review their account transactions through CIBC Online Banking, CIBC Mobile Banking, CIBC Telephone Banking or CIBC bank machines in Canada at least once every 30 days and examine all entries and balances at that time. If there are any errors, omissions or irregularities, clients must notify CIBC in writing within 60 days after the date on which the entry was, or should have been, posted to the account.
- ³ Only the front of cheques will be imaged.
- ⁴ CIBC’s standard credit criteria apply.
- ⁵ The amount of your withdrawal, purchase, return or credit, including any surcharge imposed by a third party for using the bank machine, network or other service, is converted to Canadian dollars at the same foreign exchange conversion rate CIBC is required to pay. You are charged an administration fee of 2.5% on the converted amount in addition to any transaction fees applicable to a withdrawal and any fee noted. Conversion to Canadian dollars may occur on a date other than the date of your withdrawal, purchase, return or credit. Therefore, the conversion rate may be different from the rate in effect at the time of your withdrawal, purchase, return or credit.
- ⁶ The additional fees for withdrawals from non-CIBC bank machines are not waived. Fees apply for all other services listed in this brochure as indicated. ATM withdrawal amounts may be limited to a maximum dollar withdrawal amount.
- ⁷ Excludes stop payments on pre-authorized debits/recurring payments set up using CIBC Advantage Debit Card details. To stop payment on these, you need to contact the merchant/biller/payee directly to instruct them to discontinue applying charges to your account(s) through your CIBC Advantage Debit Card. If you are unsuccessful in resolving the issue, CIBC may be able to work with Visa to request a refund for you.
- ⁸ “CIBC-branded” means any brand that has CIBC in its name and is offered by CIBC or its Canadian affiliates (and does not include CIBC Bank USA).
- ⁹ CIBC levies no fee to receive an *Interac* e-Transfer into a CIBC Canadian dollar personal account; however, if the account is not at CIBC, the recipient may be levied a fee by his/her own financial institution or by the provider of the *Interac* e-Transfer service.
- ¹⁰ Correspondent bank may levy additional charges.
- ¹¹ The CIBC Chequing Savings Account includes 2 free transactions per month (unused transactions cannot be carried forward to subsequent months). Monthly statement with cheques imaged record-keeping option (front only) is not available.

¹² Clients who were 60 years of age or older on or before June 24, 1991, and held a CIBC Key Account™ prior to this date, as well as when the account was converted into the CIBC Unlimited Chequing Account and subsequently converted into the CIBC Smart Account, may have the monthly fee rebated on their CIBC Smart Account.

¹³ "non-secure methods of electronic communication" include but are not limited to fax, e-mail, telephone and cellular phones.

Notes

For more information

talk to a CIBC advisor

visit your nearest banking centre

visit cibc.com

call [1 800 465-CIBC \(2422\)](tel:1800465CIBC)

- CIBC Mutual Funds are offered by CIBC Securities Inc., a subsidiary of CIBC. These investments are not insured by the Canada Deposit Insurance Corporation or any other government insurer nor guaranteed by CIBC. CIBC Money Market yields will fluctuate and a fixed net asset value cannot be assured. The unit value and return of other funds will fluctuate. Additional important information is contained in the Fund's Simplified Prospectus. To obtain a copy, call CIBC Securities Inc. at **1 800 465-3863** or ask your mutual fund representative at any banking centre where CIBC Mutual Funds are sold. Read the Prospectus carefully before you invest.

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