

**Board of Directors**

Eldon Smith.....*President*  
 Bill Floyd.....*Vice President*  
 Carl Bogenholm .....*Treasurer*  
 Lois Waters .....*Secretary*  
 George Marlatt .....*Assistant Treasurer*

**Supervisory Committee**

Lois Waters .....*Chairperson*  
 Barbara Turner  
 Ed Bresee

*This newsletter is published quarterly  
 for the members of Petroleum  
 Associates Federal Credit Union.*

4th Quarter, 2003

# PETROLEUM ASSOCIATES

(FORMERLY TEXACO EMPLOYEES FEDERAL CREDIT UNION)

## FEDERAL CREDIT UNION NEWSLETTER

SERVING CHEVRON TEXACO AND EQUILON, MOTIVA, EQUIVA SERVICES, EQUIVA TRADING

### IMPORTANT IRA DATES - 2004

#### JANUARY 1, 2004

First day to contribute money to your Traditional and/or Roth IRAs for 2004! *The Maximum contribution limit remains \$3,000.*

#### APRIL 1, 2004

Last day for 2003 that you may choose to receive your first Required Minimum Distribution (*For Traditional IRA owners who reached age 70 1/2 during 2003.*)

#### APRIL 15, 2004

##### FEDERAL INCOME TAX FILING DEADLINE

Last day to open or contribute money to your Traditional and/or Roth IRAs for 2003.

#### SEPTEMBER 30, 2004

Last day to designate beneficiaries of an IRA if the owner passed away in 2003. (*Beneficiaries can be removed either by valid disclaimer or by receiving a full distribution of their inherited funds, but cannot be added.*)

#### DECEMBER 31, 2004

Last day to convert a Traditional IRA to a Roth IRA for 2004.

Last day to take money from a Traditional IRA to fund a Roth IRA for 2004.

Last day for 2004 to receive a Required Minimum Distribution from your Traditional IRA (*For IRA owners who have reached age 70 1/2 or older.*)

Last day for 2004 designated beneficiaries of a deceased owner's IRA to receive a Required Minimum Distribution.

### Internet Home Banking Calculators

We have calculators available to assist you in financial planning. They are on our home banking web site. To access the calculators, log in to home banking, and click Calculators under the Services menu. Calculators are available to assist in making decisions, concerning insurance, credit, lease, retirement, investment, and home purchases.

## 3.75% on New and Used Car Loans NO STRINGS ATTACHED

PAFCU is now offering a great deal on new and used car loans. We will finance 100% of NADA retail value for no more than 3 years old and 85% of NADA retail value for models older than 3 years old.

If you finance your vehicle somewhere else, call, fax or come by one of our offices and see if we can refinance it for 3.75%.

If you have a paid-for vehicle seven years old or less, you can finance up to 85% of the retail value of the vehicle. Just bring in your title to the credit union and apply for a loan. This rate applies to cars, trucks, motorcycles, boats and recreational vehicles.

When shopping, call the credit union for rates because they may go down. The refinance offer is not valid for existing PAFCU auto loans.

### 2004 New Year's Loan Special

**\$3,000.00 • 1 Year • 7.90% APR**

*Call your nearest PAFCU office. Just meet the necessary credit criteria.*

*In effect 12-1-2003 through 1-31-2004*

*Excellent credit rating and debt ratios, NO exceptions*

*No refinancing on existing PAFCU loans*

*This offer expires January 31, 2004*

### Holiday Bills Give You the Blues?

During the excitement of the holidays, it is very easy to spend more money than you planned. By the end of January, you have received the bills for all that holiday spirit, and reality brings you a case of the post-holiday blues.

Help is as close as your credit union. We can loan you the money to help you deal with the bills and can almost always tailor a payment plan to meet the requirements of your budget.

Don't let a mound of bills spoil your memories of the holiday season. Call or visit the credit union today to find out how we can help?▲

### New Office Hours - Florida Branch

The Miami-Coral Gables Branch office will be open from Monday-Thursday 7:30-3:30 and Friday 7:30-3:30 pm.

Please visit our web site at: [www.paefcu.org](http://www.paefcu.org) or contact us at: [paefcu@aol.com](mailto:paefcu@aol.com) or (company email) [atltecu@ShellIOPUS.com](mailto:atltecu@ShellIOPUS.com)

## Important Notes

### Notice

1098 forms for 2003 (mortgage and interest) will be mailed on the home equity/second mortgage loan.

### Notice about dividends paid

Total dividends for 2003 will appear on your 4th quarter statement. Amounts over \$10.00 will be reported to the Internal Revenue service.

## Estimate Your Taxes Online!

The Internet offers a number of online calculators enabling you to estimate:

- How much you might owe
- How much refund you can expect
- Whether you need to withhold some additional money to meet your tax bill
- Whether you can apply for a credit union loan based on your refund

To find some of these useful links, go to:

[www.FigureWiz.com](http://www.FigureWiz.com)

## Win \$20

If you find your account number hidden in this newsletter, call one of the Credit Union offices. We'll deposit \$20 into your savings account.

For every quarter that no one claims their prize, we will increase the amount by \$5.

**A 1.00% DIVIDEND was declared for the fourth quarter 2003 by the PAFCU Board of Directors.**

# We Want You to Attend the Annual Meeting on March 31, 2004 at 4:00 pm

## Notice from the Secretary, Board of Directors, PAFCU

As a member of Petroleum Associates FCU You're also an owner. The Annual Meeting is your chance to be heard, your chance to get involved.

Come register for door prices and be sure to bring your ideas, comments, suggestions, and concerns. As a member, your participation is vital. In fact, your involvement is what the Credit Union is all about. It's what makes Petroleum Associates FCU a very special institution.

We'll summarize the progress that we made last year and discuss our plans for 2004. We'll also elect new officers. Two members of the board of directors will be elected. The nominating committee has nominated Eldon Smith and Carl Bogenholm who are currently members of the board. See statement of qualifications and biographical data below.

In addition to the nomination for officers from the nominating committee, our bylaws permit nominations by the membership at large by petition. Petitions must be signed by at least 65 members. Each nominating petition must be accompanied by a signed certificate from the nominee stating that he/she is agreeable to the nomination and will serve if elected to office. Such nominations must be filed with the Secretary by March 12, 2004. A brief statement of qualifications and biographical data must be included for each nominee. Candidates will be voted on at the annual meeting. No nominations will be accepted from the floor.

Any member in good standing is eligible for nomination. If you wish to be nominated to run for a position on the board, call the office of the Credit Union for a petition form. The form must be brought or mailed to the main office by March 12, 2004.

Please note that board members are required to attend monthly Board of Directors meetings.

Our election will not be conducted by ballot. All elections are determined by plurality vote, except where there is only one nominee for a position to be filled, the election will be by acclamation.

With your help in attendance at the Annual Meeting, 2004 is sure to be successful year.

## Please Join Us!

**Wednesday, March 31, 2004 at 4:00 p.m.**

**Norcross Station Cafe**

40 S. Peachtree Street, NorCross, GA

770-409-9889

Downtown Historic Norcross

### Eldon S. Smith

#### Statement of Qualifications and Biographical Data

I am retired from the company. I remain active as a business owner and automobile enthusiast. I have been a member of the credit union since 1965. I am currently a board member and President of the Board of Directors.

### Carl Bogenholm

#### Statement of Qualifications and Biographical Data

I am retired from the company. I remain active as a contract employee with the alliance. I have been a member of the credit union since 1985. I am currently a board member and Treasurer of the Board of Directors.

# LOAN RATES

Type of Loan	Maximum Amount	Annual % Rate	Maximum Term	Requirements
1st Mortgage (1)*	Up to \$1,000,000.00	For current rates, and more info, call 1-800-503-6855 or 770-506-7476	30 years only 15 years only 7/23 years only 5/25 years only Call Credit Union	Creditworthy subject to terms of secondary mortgage market; call Credit Union for an application
2nd Mortgage & Home Equity (*5)	\$200,000	Prime 4 %	15 years	Creditworthy; 80% of appraised value minus mortgage balance
New: Auto, Truck, RV, Camper, Boat, Motorcycle (*2,5,6)	100% of sticker price	3.75%	1-5 years (6) Longer terms available Call Credit Union	Title Creditworthy
Used: Auto, Truck, RV, Camper, Boat, Motorcycle (*2,3,5,6)	100% of NADA retail value for no more than 3 years old. 85% of NADA retail value for models older than 3 years old.	3.75%	1-5 years (6) Longer terms available Call Credit Union	Title Creditworthy
Share Secured	Amount of Shares	Variable Passbook Rate plus 1%	5 years	Shares
Signature (*5)	\$7,500	1 year 11.00% 2 years 12.00% 3 years 13.00% 4 years 14.00% 5 years 15.00%	5 years	Creditworthy; past credit record; reviewed annually
VISA	\$10,000	13.56%	Unpaid Balance	Creditworthy
CD Secured	100% of CD face value	1% above rate on CD	Terms of CD	Certificate

\*1 Conventional mortgages up to 90% of appraised value with private mortgage insurance. Loan amounts of \$80,000 to \$100,000 have discount, origination and closing costs of 3.5%; loan amounts of \$100,000 to \$159,000: 2%. Buy downs available. Call for details.

\*2 PAFCU auto loans cannot be refinanced to get a lower rate.

\*3 Refinanced auto loans are made at loan values in current NADA book.

\*4 Titles are accepted as collateral at NADA retail value and stock at 80% of current value.

\*5 Petroleum Associates Federal Credit Union will pay off any new or used auto loan held with another financial institution. Above rates would apply to refinancing in the absence of any special loan promotion. Note: Auto loans currently held by Petroleum EFCU not eligible for refinancing.

\*6 Longer terms are available. Please call nearest office for more details.

\* For current first mortgage rates, please call 1-800-503-6855.

The following is required by the Truth In Lending Act - Regulation Z: You pay a FINANCE CHARGE for all money borrowed from the Credit Union. The FINANCE CHARGE is computed at the time each payment is made. For each day since the previous payment, the unpaid balance of your loan is multiplied by the daily periodic rate. The sum of this product equals the FINANCE CHARGE.

How we compute loans: Petroleum Associates Federal Credit Union calculates simple interest based on a 365-day year. For example, take your loan balance from the last date of payment or day of a new loan, multiply times the number of days elapsed from that date to present, multiply by the interest rate (10% : .1), divide by 365 days and that equals the current interest due. Example: Your last statement was 1/1/95, loan balance \$5,000.00, interest rate is 10%, today's date is 2/25/95. The calculation is \$5,000 x 56 days x .10 365: \$76.71 interest due. Standard repayment procedure is payroll deduction, but a cash pay schedule is also available to members without access to deductions. Additional payments or total payoff of a loan may be made at any time without any prepayment penalty. Interest is computed only on the unpaid balance.

## Tax Filing: Easy as 1-2-3!

The IRS E-file programs (electronic filing of returns) means faster refunds—half the time compared to filing a paper return says the IRS. You can e-file three ways:

**1 E-file Using a Computer:** A number of commercially software programs are available...and have been tested and approved by the IRS. (The IRS e-file Partners Page has free and low-cost filing opportunities (web address: [www.irs.gov](http://www.irs.gov)).

**2 E-File Using a Telephone:** The IRS TeleFile program does not require a computer, just a touch-tone phone. It takes about 10 minutes, and there are no forms to fill-out or mail in. Call 1-800-829-1040 for information.

**3 E-File Using a Tax Preparer:** File using an authorized IRS e-file Provider. (click the e-file logo at the [www.irs.gov](http://www.irs.gov) home page for more information).

### Are You Withholding Enough?

The IRS (6942) has an easy-to-use calculator at its website that can help you figure your

Federal income tax withholding. This is particularly helpful if too much (or to little) has been withheld from your pay in the past, or if your employment situation has changed. Website: [www.irs.gov](http://www.irs.gov) (click on 'Tax Information for Individuals' and scroll down to 'Withholding Calculator').

**Need Extra Time?** If you are unable to file your Federal return by the due date, you may be able to get an automatic 4-month extension of time to file. (Please note that an extension of time does not grant any extension of time to pay your tax liability.) IRS Resource: Form 4868; available on line at [www.irs.gov](http://www.irs.gov)

### Free Tax Preparation

Need assistance with you tax return? The IRS Volunteer Income Tax Assistance (VITA) or the Tax Counseling for the Elderly (TCE) programs offer free tax help if you qualify. In addition to free tax return preparation, many sites also offer free electronic filing (e-filing). Learn the locations, dates and hours by calling the IRS toll-free numbers: IRS VITA and TCE Programs: 1-800-TAX-1040

# SAVINGS RATES

Type of Account	Annual % Rate	Annual % Yield	Rate Changes	Charges & Dividends
Passbook Savings and IRAs (\$100 minimum balance) and Christmas Club (\$10 minimum)	1.0%	1.0%	90 day account, interest accrued and paid quarterly. 1	Rates adjusted quarterly based on market conditions. Fees-None
CD's & IRAs*** (\$500 minimum balance) Rates fixed at time of purchase	12 months 1.25% 30 months 2.0% 60 months 3.0%	1.26% 2.02% 3.04%	Rates subject to change weekly 30 months 60 months	based on market conditions
Money Market Accounts** (\$1000 minimum balance)	.25%	.25%	No service or per-check fee Interest paid monthly or service charge except for check order charges.	Rates subject to change monthly based on market conditions. No monthly fees
Regular Checking Accounts**	.10%	.10%	No service or per-check fee Interest paid monthly	Rates subject to change monthly based on market conditions. No monthly fees or service charge except for check order charges.
Super Money Market Account (minimum balance \$10,000)	.75%	.75%	No service or per-check fee Interest paid monthly	Rates subject to change monthly based on market conditions. No monthly fees or service charge except for check order charges.

\*Rates effective 10-1-03 through 12-31-03. Call the Credit Union for current rates. For current rates call the branch nearest you.

\*\*Rates effective 10-1-03 through 12-31-03

\*\*\*Rates effective 12-15-03 and are subject to change.

## Free Life Insurance on Share Accounts

When you open your share account, you become an owner of Petroleum Associates Federal Credit Union. That is why it's called a share account: you own shares of the Credit Union. One of the benefits you receive as an owner of the Credit Union is life insurance at no charge. Coverage is based on the total balance on deposit in your share account up to \$3,000.00. Terms subject to the qualifying requirements of the Credit Union's group life insurance policy.

Call the Credit Union for a copy of the Certificates of Insurance explaining the benefits in detail.

This insurance is provided for you free of charge. The amount of your insurance is based on the insured balance of your savings on the date of your death and how old you were on the date of each deposit that makes up that balance as follows:

<i>If your age on the date of an insured deposit was:</i>	<i>The amount of your insurance is equal to:</i>
0-6 months .....	25% of that insured deposit
6 months through 54 years .....	100% of that insured deposit
55 years through 59 years.....	75% of that insured deposit
60 years through 64 years.....	50% of that insured deposit
65 years through 69 years.....	25% of that insured deposit
70 years or older .....	0% of that insured deposit

Please note your insurance is based on your age on the date of each deposit for which you are insured and does not decrease as you grow older. Withdrawal of savings will be on a last in - first out basis. The insured portion of your savings balance may not exceed \$3,000.00.

### How to figure your Average Daily Balance

For share drafts, Christmas Club, IRA and passbook savings, it's easy to figure your average daily balance. For example, say you have a savings account with a balance of \$352.40 on November first and want to know your average daily balance for that month. Add each day's balance in the dividend period:

Day in Period	Date	Daily Balance
1	11/1	\$352.40
2	11/2	\$352.40
3	11/3	\$352.40
4	11/4	\$252.40
5	11/5	\$252.40
6	11/6	\$251.40
7	11/7	\$199.25
8	11/8	\$165.54
9	11/9	\$165.54
10	11/10	\$165.54
11	11/11	\$40.44
12	11/12	\$40.44
13	11/13	\$0.00
14	11/14	\$0.00
15	11/15	\$1030.84
16	11/16	\$941.83
17	11/17	\$901.83
18	11/18	\$901.83
19	11/19	\$890.77
20	11/20	\$11.07
21	11/21	\$11.07
22	11/22	\$11.07
23	11/23	\$11.07
24	11/24	\$261.41
25	11/25	\$261.41
26	11/26	\$261.41
27	11/27	\$261.41
28	11/28	\$261.41
29	11/29	\$261.41
30	11/30	\$261.41
		\$9131.41

**Calculation:** The sum of the daily balances divided by 30 days in period equals the Average daily balance: \$9131.41 ÷ 30 = \$304.38  
Multiply the Average daily balance by the number of days in dividend period: \$304.38 x 30 = \$9131.40. Multiply this amount (\$9131.40) by the dividend rate (3.00%) and divide by 365 (days in a year) \$9131.40 x .03 ÷ 365 = \$.75.

**Note:** On share drafts, money market accounts, dividends are paid only on balances of \$250 or more. On savings accounts, we pay on balances of \$100 or more.

### Day-in, day-out calculation

For certificate accounts, it's easy to figure your day-in, day-out balance. For example, say you have an account with a beginning balance of \$52.40. Add each day's balance in the dividend period:

Day in Period	Daily	Daily Balance
1	11/1	\$52.40
2	11/2	\$52.40
3	11/3	\$52.40
4	11/4	\$52.40
5	11/5	\$52.40
6	11/6	\$51.40
7	11/7	\$199.25
8	11/8	\$165.54
9	11/9	\$165.54
10	11/10	\$165.54
11	11/11	\$40.44
12	11/12	\$40.44
13	11/13	\$0.00
14	11/14	\$0.00
15	11/15	\$30.84
16	11/16	\$941.83
17	11/17	\$901.83
18	11/18	\$901.83
19	11/19	\$890.77
20	11/20	\$11.07
21	11/21	\$11.07
22	11/22	\$11.07
23	11/23	\$11.07
24	11/24	\$261.41
25	11/25	\$261.41
26	11/26	\$261.41
27	11/27	\$261.41
28	11/28	\$261.41
29	11/29	\$261.41
30	11/30	\$261.41
		\$6631.40

**Calculation:** Multiply this amount (\$6631.40) by the dividend rate (3.00%) and divide by 365 (days in year) \$6631.40 x .03 ÷ 365 = \$.55

**Note:** On IRA and regular certificates, dividends are paid only on balances of \$500.00 or more. These accounts carry a fixed rate.



## PAFCU REFERENCE

**Atlanta (Main Office)**  
4127 Winters Chapel  
Doraville, GA 30360  
Local 770-936-7040  
Toll-Free 877-833-2800  
Fax: 770-936-4627  
Mon-Thurs 7:00-3:45  
Fri 7:00-2:45

**Florida Branch**  
Colonade Hotel Bldg, 4th Floor  
2333 Ponce De Leon  
#443, Coral Gables, FL 33134  
786-552-6009  
Fax: 786-552-6029  
Mon-Fri 7:30-3:30

**Heritage Plaza Branch**  
1111 Bagby Street, Skylobby Room SL38  
Houston, TX 77002  
713-752-3803  
Fax: 713-752-3805  
Mon-Thurs 7:30-3:30  
Fri 7:30-2:30

**Northborough Branch**  
12700 Northborough Room 179  
Houston, TX 77067  
281-874-2281  
Fax: 281-874-2282  
Mon-Thurs 7:30-12:30/1:15-3:30  
Fri 7:30-12:30/1:15-2:30

**Bellaire Branch**  
4800 Fournace Plaza Room W-108  
Bellaire, TX 77401  
713-432-6722  
Fax: 713-432-6727  
Mon-Thurs 7:30-12:30/1:15-3:30  
Fri 7:30-2:30

**Charleston Lubricants Plant**  
4950 Virginia Avenue  
N. Charleston, SC 29045  
843-308-7254  
Mon-Wed-Fri 10:00-3:30  
Closed 12:00-12:30

Please visit our web site at: [www.paefcu.org](http://www.paefcu.org) or contact us at: [paefcu@aol.com](mailto:paefcu@aol.com) or (company email) [atltecu@ShellIOPUS.com](mailto:atltecu@ShellIOPUS.com)