



FIRST BANK

BANKING 101

Tips for Teens



To learn more, visit
localfirstbank.com

Know Your Way Around a Check



- 1 Name and address**

Your name and address are preprinted on the check for your convenience and tell the person or company to whom you're giving the check that you're the one who wrote it.
- 2 Date**

This is where you write today's date.
- 3 Pay to the order of**

This is where you write the name of the person or company who will be receiving the money—known as the payee. If you're making a withdrawal for yourself, you will write "Cash" here.
- 4 Numeric amount box**

The check amount is written in this box.
- 5 Written amount**

The amount in words is written on this line. Draw a line through any remaining empty space as far as the word "Dollars."
- 6 Bank name**

The name of the bank that holds your account appears here.
- 7 "For" or memo**

To remember what you bought, you can write a brief description in the "for" area—other banks may label this area "memo."
- 8 Signature line**

Your signature should be the last thing you complete. It gives the bank permission, or authorization, to release the money to the payee.
- 9 Check number**

This reference number will help you keep track of your payments by check. You should keep track of all checks you write using mobile banking or your online budgeting tools.
- 10 Routing number**

This is the bank routing number. It identifies the bank that issued the check. You need this number to set up direct deposit at work. Direct deposit allows your employer to electronically deposit your paycheck directly into your account, without giving you a paper check.
- 11 Account number**

This is the 10-digit account number that is unique to your account. This tells the bank which account the money comes from.

Four Steps to Set Up Your Financial Future

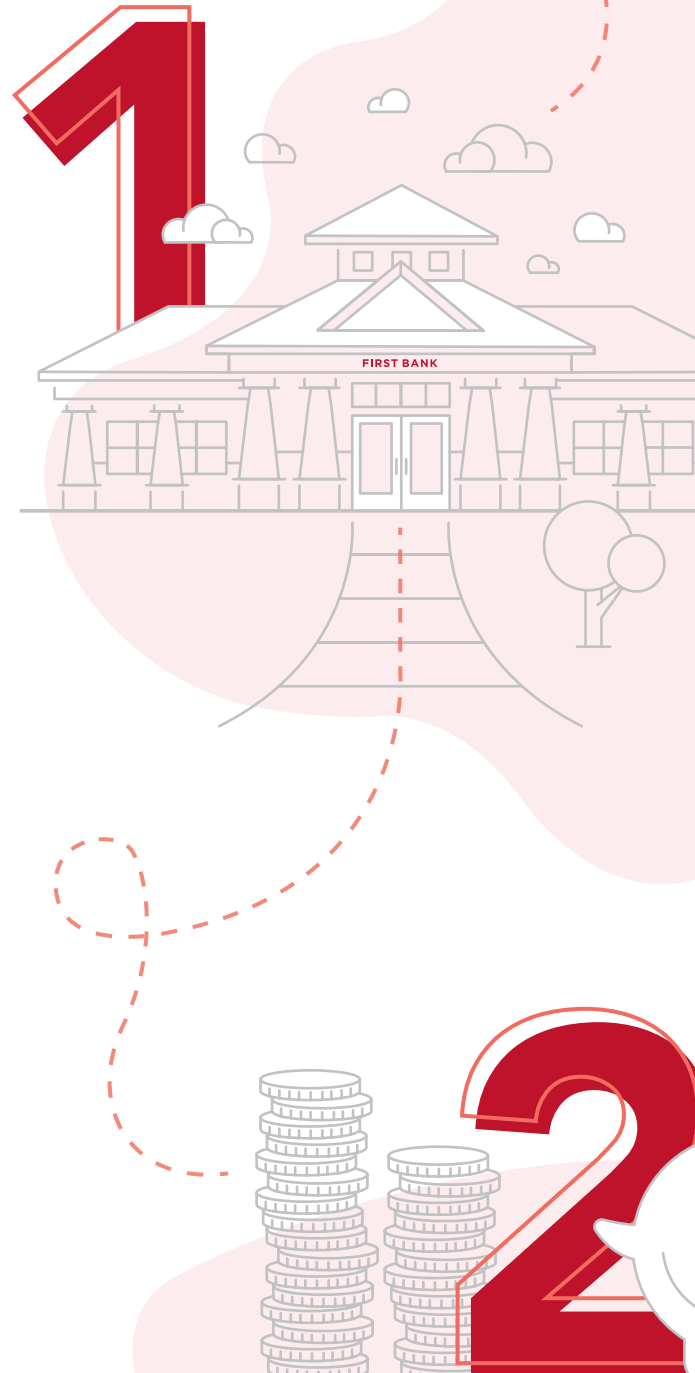
STEP ONE

How to Set Up an Account

Getting comfortable with money is an important skill that can pay off throughout your lifetime, from saving for your first car to building your credit. One of the best first steps is to set up your own checking account.

Follow these easy steps to get started:

- Talk to your parent or guardian about why you want to set up a bank account and how to get started.
- Think about what money you already have and what money you might expect to get. Do you have a job? Allowance? Gifts? Do you want to save that money for a larger purchase? Do you need regular access to it for spending on gas or other responsibilities? This will help you know whether you need a checking account, a savings account, or both.
- Go into your local First Bank branch with your parent or guardian to get set up with a flexible checking account, like our Campus Checking, or a savings account, like MyFirst Savings.
- You will then be able to use any First Bank branch, our website, or mobile app to access your account.



STEP TWO

How to Build Credit and Why It's Important

Next up is establishing credit. Good credit is essential, whether you want to buy a house or car, get insurance, or maybe even pay less of a deposit for utilities. Unfortunately, building credit without a credit history isn't easy. Here are some ways you can get started!

- Talk to your parents before you do anything!
- Open a checking and/or savings account (yes, it really helps!).
- Get a job. A part-time job can help you understand work ethic, the value of money, and is a precursor to understanding credit.
- Apply for a secured credit card. A secured credit card requires cardholders to put down a deposit of a few hundred dollars, which is usually equal to the credit limit they'll be given.
- Ask your parent or guardian if you can become an authorized user on their credit card. This can be done with or without actually giving you a credit card. But either way, if the payments are made regularly it can help build your credit. Talk to your parents about what makes the most sense for your family.



STEP THREE

How to Protect Your Identity

The third piece of “adulting” is protecting your identity when you shop, surf, or socialize. To help keep your identity secure, we’ve compiled the following list of handy tips:

- Choose a good username and password.
- Be wary of texts from unknown numbers.
- Register on the national “Do Not Call List” by calling 1-888-382-1222 or going to donotcall.gov.
- Don't open emails or click on links from unfamiliar sources.
- Don't give out personal information like your bank account, PIN, or Social Security numbers over the phone or email.
- Be wary of saying “yes” to people asking you for money.
- If it sounds too good to be true, it probably is!





STEP FOUR

How to Help Pay for College

Scholarships

Ideally you'll receive scholarships from your college to help pay for your education, but even without them, there are a number of ways to help reduce the cost.

Free Application for Federal Student Aid (FAFSA)

FAFSA is an important application that most schools require. It can help you secure special grants from the government based on your financial need and is determined by the income you reported on your application.

Ask the college for more money!

Yes, you can ask for more financial aid. Experts suggest students write a formal appeal letter and follow-up with a phone call. How effective this is will depend on the college and the reason you are asking for more money.

Work-study jobs

These are part-time jobs on or nearby campus for eligible students that can help pay for college.

Private scholarships

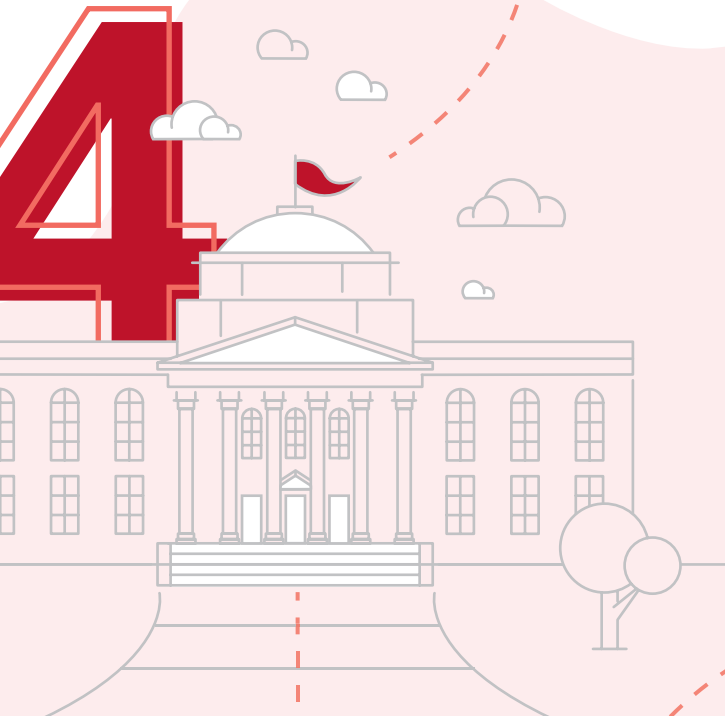
There are thousands of private scholarships out there from companies, nonprofits, and community groups. Ask your guidance counselor or find a trustworthy online service that will help you determine which ones you are eligible for.

Take out loans

These should be your last resort, but can be a good way to cover any remaining costs.

Live off campus or enroll in community college

The average cost for room and board is between \$10,000-\$12,000, so commuting from home can save a lot of money!



01

Buy generic. The store brand almost always costs less and is usually almost identical.



02

Don't do work or homework in your bed, because your brain will associate bed with work. Do your work/homework at the kitchen table or in a coffee shop instead!



03

Lower the brightness of electronic devices. You'll reduce power consumption by 40% or more, and batteries will stay charged longer.

If you shrink your clothes in the wash, try putting the item in a bowl with some ice cold water and a cup of conditioner. Leave it in for five minutes and then take it out.



04

To get out the door on time, create a playlist that is exactly as long as your allotted time to get ready in the morning.



10

Life Hacks to Save Time and Money



05

Use the 30-day rule. If you want to buy something that's a little more expensive, make yourself wait 30 days, and really think about the cost and value of it. If you still want it after 30 days, buy it!

06

Use coupons, promo codes, and discounts when you can! They can save you some serious money. Search for them before you buy something.



07

Cook two bowls in the microwave at once to save time and energy. Use a glass to raise one bowl and they will both cook evenly.



08

When you're meeting someone new and they tell you their name, repeat it back to them as you shake their hand to help you remember it.

09

Have a swap party with your friends. Clean out your closet of all the clothes you don't wear or don't fit and have all your friends do the same thing. Then get together to swap those clothing items.

10