

## RFCU Skip-A-Payment Request Form

Submit this request form each time you want to skip your next monthly payment on an eligible RFCU Loan Form and fee must be received by RFCU at least ten (10) business days before your loan payment is due.

1. You must complete one Skip-A-Payment Request Form per eligible loan (not available on mortgage, home equity or open-end loans such as Visa Cards or lines of credit).
2. Return the completed form (with \$35.00 fee if paying by check)
  - In person at any branch office,
  - By fax (781-871-9541) or
  - Mail it to Rockland Federal Credit Union, Loan Dept-SAPR, 241 Union St., Rockland, MA 02370
3. If your request is approved you will receive notification by email at the email address, provided by you, below. If your request is not approved you will be contacted within 3 days of receipt of request.

(Please print)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

Daytime Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Evening Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### Payment You Want to Skip

The next monthly payment due on \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ on the following loan (not available on mortgage, home equity or open-end loans such as Visa credit cards or lines of credit):

Please check one:      Auto Loan      Personal Loan

Loan Number: \_\_\_\_\_

**Please note:** *You are responsible for suspending automatic payments you have initiated for the month you have selected above. This request must be received at least 10 business days prior to the payment you want to skip.*

### Processing Fee Options

I would like to pay the \$35 Processing Fee (please check one):

With my enclosed check for \$35

From my RFCU Checking Account # \_\_\_\_\_

From my RFCU Savings Account # \_\_\_\_\_

### Signature

\_\_\_\_\_  
Your signature      Date: \_\_\_\_\_      \_\_\_\_\_      Date: \_\_\_\_\_  
Joint Signature if necessary:

By signing above, you authorize Rockland Federal Credit Union to extend your final loan payment by one month. Interest will continue to accrue on your loan during the month you skip your payment. All loan payments must be current to qualify. This form must be received at the credit union office at least 10 business days prior to your loan payment due date. All accounts must be in good standing to qualify for the skip payment and you must maintain a minimum balance of \$5.00 in your RFCU share savings or checking account at all times. If your loan payments are being paid by any credit insurance, a skip payment will not be granted.