



# Authorization of Automatic Payment Withdrawal For Consumer Loans and Lines of Credit

## Member Information – Please Print

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/ State/Zip: \_\_\_\_\_  
 Member Account Number: \_\_\_\_\_  
 Share/Loan Suffix Number: \_\_\_\_\_

**Instructions:**

1. Read Automatic Payment Terms & Conditions.
2. Please complete payment and transfer information in all sections below.
3. Sign and date in “Authorized Account Signers” Section.
4. Return the completed form to:  
Premier Community Credit Union  
P.O. Box 8929  
Stockton, CA 95208
5. Please keep one copy of this document for your records.

## Take Payment from the Following Deposit Account - See Terms & Conditions on back of form

Deposit Account Number	Account Type	Financial Institution Name	Routing/Transit Number
_____	<input type="checkbox"/> Checking* <input type="checkbox"/> Savings	_____	_____

\*If checking, please attach a voided check.

## Payment Option Type and Amount - See Terms & Conditions on back of form

### Payment Amount\*

- Minimum Payment Due -As per your original agreement or contract
- Other Monthly Payment Amount \$ \_\_\_\_\_

\*Note: ‘Other Monthly Automatic Payment Amount’ must be equal to or greater than the total monthly payment due per your original Loan Agreement. If you indicate a payment amount that is less than your original Loan Agreement, the Automatic Payment form will be returned to you.

## Multiple Payment Option - See Terms & Conditions on back of form

- Twice Monthly Payment Option<sup>1</sup> (1/2 of your monthly contracted payment) –Dates \_\_\_\_\_ & \_\_\_\_\_ for \$ \_\_\_\_\_ each  
Note: twice monthly payment dates must be at least 10 days apart.
- Bi-weekly Payment Option<sup>2</sup> (1/2 of your monthly contracted payment) Beginning on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ for \$ \_\_\_\_\_ each
- Weekly Payment Option<sup>3</sup> (1/4 of your monthly contracted payment) Beginning on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ for \$ \_\_\_\_\_ each

\*Due Date - As per your agreement or contract. See Terms & Conditions on back of form for details.

## Authorized Account Signers

I authorize Premier Community Credit Union to set up my account with Automatic Payments which will debit my deposit account and credit my Premier Community Credit Union account as directed above. By signing this form, I understand and accept the terms and conditions associated with this form. (See Terms and Conditions on back of form). I (we) agree that ACH Transactions I (we) authorize comply with all applicable laws.

Signature: \_\_\_\_\_

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

Signature: \_\_\_\_\_

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

### CREDIT UNION USE ONLY

Accepted By:	Teller #:	Date:
Processed By:	Teller #:	Date:

## ***Automatic Payment Withdrawal Terms & Conditions – Loans and Lines of Credit***

- Complete this form and attach a voided check from the deposit account that is to be debited each month.
- **Automatic Payments will begin with the next unbilled statement cycle after the completed form has been received.**
- If Automatic Payments cannot be established as requested, a letter will be mailed to you with a brief explanation of any issues. This may cause a delay in set up of your Automatic Payments. You will still be responsible to make any billed payments until automatic payments have been established.
- Your Automatic Payment will be debited from your Deposit account on each due date. This will occur even if you elect to make additional payments outside of the Automatic Payment, or request an Automatic Payment amount that is greater than your contracted payment amount.
- Your Automatic Payment Due Date will be your contractual due date.
- If your due date falls on a weekend or a holiday, the Automatic Payment will be debited from your Deposit account on the following business day.

### ***To Cancel Automatic Payments***

Premier Community Credit Union must be notified at least three business days prior to the applicable payment date by calling the number listed below. If the Automatic Payment is not cancelled in time, the system will still debit the payment from your Deposit account.

### ***To change your contractual due date***

Please contact Premier Community Credit Union at the number listed below for assistance.

### ***Line of Credit Members***

If you previously authorized a Monthly Automatic Payment amount, the preauthorized Automatic Payment will continue to be that Fixed Payment amount.

### ***Multiple Payment Options***

<sup>1</sup> Twice Monthly Payment Option: If you select twice monthly payments, please note you will be making a total of 24 payments per year. You must select the two dates you wish your payments to come out each month (i.e. 1st and the 15th of the month). Those two dates must be at least 10 calendar days apart.

<sup>2</sup> Bi-Weekly Payment Option: If you select biweekly payments, please note you could be making up to 27 payments per year. Your first biweekly payment will occur on the Payment Date indicated on front, with subsequent payments being taken every 14 calendar days thereafter.

<sup>3</sup> Weekly Payment Option: If you select weekly payments, please note you will be making a total of 52 payments per year. Your first weekly payment will occur on the Payment Date indicated on front, with subsequent payments being taken every 7 calendar days thereafter.

### ***Conditions that may cause the Automatic Payment to be cancelled on your account***

- If your Automatic Payment has been returned due to insufficient or uncollected funds for three consecutive payments.
  - A payment returned as insufficient funds may be assessed a fee which will be added to your next scheduled payment.
- If we receive notice that your Deposit account has been closed or frozen, or is an invalid number.
  - A payment returned due to Deposit account being closed, frozen or invalid may be assessed a fee which will be added to your next scheduled payment.
- If your Automatic Payment has been returned as: Stop Payment, Authorization Revoked, or Customer Advises Not Authorized.
- If a Credit Insurance or Debt Protection claim has been approved and those payments are being applied to your loan account.

### ***Any questions regarding your account or Automatic Payments, please call or email***

Premier Community Credit Union ▪ 209-235-1100 ▪ INFO@PremierCCU.com