



# Skip a Payment Request Form

Qualified members may skip one month's payment on any consumer loan EXCEPT Home Equity products.

- There is a \$35 fee per loan.
- Simply complete this request form and return to us at least seven **(7) days before** the due date of the payment you wish to skip.

**Mailing Address:**

PO Box 2227, Salem OR 97308

**Fax/Email to:**

503.371.7323 [creditunion@OurGroveCU.com](mailto:creditunion@OurGroveCU.com)

- Loans with payment modifications in the last 12 months are NOT eligible.
- This offer is NOT valid for members with past due accounts or for new loans acquired within the last 6 months.
- ACH payments through other financial institutions will NOT be drafted.
- You will need to stop your online bill payment for the month you skip. Once a loan payment is made, it cannot be reversed.
- Your loan term will be extended by one month.
- Finance charges will continue to accrue on the unpaid loan balance.
- Skip a Payment may affect Guaranteed Auto Protection (GAP) and other products/services you have purchased for your loan. Review your product/service contracts carefully before applying for Skip Payment.
- PHH-serviced first mortgage loans, Home Equity loans and Home Equity Line of Credit loans are not eligible for Skip a Payment.
- Eligibility is based on a rolling year after previous use.

Please list the month that is right for you: \_\_\_\_\_

Fees will be paid by:    Savings withdrawal                      Checking withdrawal                      Check                      Add to Loan

Member Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Loan # (list all you would like to skip) \_\_\_\_\_

Work Phone #: \_\_\_\_\_ (member)    Work Phone #: \_\_\_\_\_ (joint)

E-Mail Address: \_\_\_\_\_ (required)

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Joint Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I/we authorize Heritage Grove Federal Credit Union to extend my/our loan payments as requested. I/We understand this adjustment will increase the number of loan payments I/we must make. All other terms and conditions remain the same.

All individuals who signed on the original loan agreement, including co-applicants AND guarantors, must sign this authorization. All Skip a Payment requests are subject to credit union approval.



| CU Use Only                  |            |           |
|------------------------------|------------|-----------|
| FM _____                     | Date _____ | ACH _____ |
| Approval (if required) _____ |            |           |