

## **REQUEST TO CHANGE PAYMENT METHOD**

New payment method:	Name:	Daytime Phone:		
Loan Number	New payment method;	☐ Payroll Deduction*		
Loan Number		☐ Coupon		
Loan Number  Start Date  Due Date  Amount  *Visa automatic transfer payments can be scheduled an amount exceeding the minimum payment. If this option is not requested, payments will be calculated at a minimum of 3% of the outstanding balance or \$25.00 whichever is greater.  *I understand and agree to the following terms and conditions for payroll deduction: 1.) The payment of my loans with POPA Federal Credit Union is my responsibility. 2.) I understand that authorizing payroll deduction for loar payments is merely a method of facilitating payments. 3.) I also understand that it is my own responsibility to ensure that loan payments are made in a timely manner as detailed in the loan agreements that I have signed. 4. I further understand that the County of Los Angeles will attempt to comply with my requests for payrol deductions, but does not guarantee compliance.  **I understand and agree to the following terms and conditions for auto-transfers: 1.) If funds are insufficient to post a transfer, then on subsequent business days, POPA will make continuous attempts to post the transfer until it is completed; 2.) Transfers only post from the account(s) indicated, provided the transfer does not exceed savings account limitations set forth by applicable regulations; 3.) To cancel a transfer, you will notify us in writing five (5) business days prior to the scheduled transfer date; 4.) POPA reserves the right to terminate you participation in this program; 5.) This form is intended for recurring transfers between POPA Federal Credit Union accounts and supersedes all others.  **Borrower Signature**  Date**  **For Credit Union Use Only:  **Processed by: Name**  Teller #**  Date**  **Date**  **Date**  **Date**  **Date**  **Processed by: Name**  **Teller #**  Date**  **Teller #**  Dat		☐ Cash		
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