



## CPOECU SKIP-A-PAY REQUEST FORM

<b>Borrower Name/Co-Borrower Name</b>	<b>Account Number</b>
<b>Email</b>	<b>Loan Suffix Number</b>
<b>Phone</b>	
<b>I would like to skip my loan payment on:</b>	
<b>Payment Amount:</b>	<b>Next Due Date:</b>

**Payments are currently paid by:**

- Check/Money Order
- Automatic ACH/payroll deduction
- Auto-transfer

**Transfer \$40 fee (per loan request) from:**

- Savings
- Checking
- Check Enclosed

**NOTE:** Skip-a-Pay will not be processed without payment of \$40.00 (per loan request) fee.

**Skip-A-Payment request form MUST be received at least 3 BUSINESS DAYS** prior to the loan payment due date.

### Return Completed Form via:

**EMAIL:** [loans@cpoecu.com](mailto:loans@cpoecu.com) **FAX:** 773-238-8791 **MAIL:** Chicago Post Office Employees Credit Union  
ATTN: LOAN DEPARTMENT  
10025 S. Western Avenue  
Chicago, IL 60643

**Authorization:**

By signing this form, I authorize Chicago Post Office Employees Credit Union to advance my loan due date by one (1) pay period and I understand this may extend the maturity of my loan. Interest will continue to accrue on the unpaid balance during the period of your skipped payment. Once payments resume, the unpaid interest will be collected first. All other terms and conditions as stated in the original loan agreement continue to remain in effect. Your loan must be current at the time of your request. For payments made by direct deposit or payroll deduction, the amount normally applied to your loan will be deposited into your account each pay period in the month.

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Borrower Signature

\_\_\_\_\_  
Date

**Office Use Only**

Loan Due Date Updated:  Fee Received:

\_\_\_\_\_  
CPOECU Loan Officer Signature

\_\_\_\_\_  
Date