

# 2017 Holiday Skip-A-Payment

**Requests to skip a NOVEMBER PAYMENT are due by OCTOBER 17th, 2017**

1. Indicate account number \_\_\_\_\_ and loan suffix(es) \_\_\_\_\_  
\_\_\_\_\_
2. Processing fee to be paid by:  
Savings Account #: \_\_\_\_\_  
Checking Account #: \_\_\_\_\_  
Cash (circle)
3. Print Name (All signors on loan): \_\_\_\_\_  
\_\_\_\_\_  
Phone number: \_\_\_\_\_
4. Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
  
Joint signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Holiday Skip-A-Payment Request Instructions/Conditions:**

1. **Form must be complete.**  
Defer your November payment on any of your qualified loans through Unified People's Federal Credit Union. UPFCU will not grant Skip-A-Payment if any information is incomplete or incorrect. Consult your monthly statement to find your loan suffix numbers. Request must be signed and dated.
2. **Loan Payments**  
For payments made via ACH, direct deposit or transfers that are split into two or more payments: Only those payments scheduled for the month requested will be skipped.
3. **Interest**  
Interest will continue to accrue on the unpaid balance for revolving loans and installment loans where interest is computed on a simple interest basis. For installment loans, repayment of the loan payment skipped must be made at the end of the loan term.
4. **Ineligible Loans**  
Visas, new loans that have had three payments or less, 1<sup>st</sup> mortgages, mortgages with attached escrow, loans that have been granted a request to skip a payment in the six months prior to this request, loans that are delinquent, members with accounts not in good standing (negative account balances, no insurance on collateral, etc.)
5. **Fees**  
**UPFCU will charge a \$25.00 processing fee for the first loan and \$5.00 for each additional loan, even if the request is not granted.** This fee must be paid, or funds must be in your account at the time of your request.
6. **GAP Coverage**  
Please be advised, if you have GAP coverage only one skip is 'covered'. After the initial skipped payment, if a gap claim is made, the amount of subsequent skips will be deducted from the claim.
7. **Deadline**  
Requests and fees must be submitted **no later than close of business on October 17th, 2017.**
8. **Signatures**  
All signors on the loan must sign and date request form.
9. Mail, fax or deliver this form to:

**Unified People's Federal Credit Union**

**414 E. 18<sup>th</sup> Street**

**Cheyenne, WY 82001-4699**

**Fax: 307.634.1540 | Phone: 307.632.1476**