

Mortgage Payment Option Form

Complete this form to choose the payment option you would like to select for your UNFCU mortgage. Once completed, please visit unfcu.org/LoanFormReturn for information on how you can securely submit this form to our Loan Servicing department.

Member and mortgage information:

Name (Last)	(First)	(Middle)
<hr/>	<hr/>	<hr/>
Member number	Mortgage loan number	

Payment options for your mortgage:

Please select your preferred option.

- ☐ **Option A:** Automatic monthly withdrawal from a UNFCU account.

Account number:

 Account type: ☐ Checking ☐ Savings

Date of the withdrawal (must be within the first 10 days of each month):

 (DD Mon YYYY)

Additional monthly principal payment (optional): \$

- ☐ **Option B:** Automatic monthly withdrawal from a non-UNFCU account. This option is available if you have a USD account at another financial institution in the US.

Date of the withdrawal (must be within the first 10 days of each month):

 (DD Mon YYYY)

Financial institution name:

 Routing number:

First and last name of all account holder(s):

Account number:

 Account type: ☐ Checking ☐ Savings

Additional monthly principal payment (optional): \$

- ☐ **Option C:** I do not want to set up automatic payments. I will make my monthly payments by check or by visiting a UNFCU location.

Member authorization:

I understand that if I selected option A or B on this form, my signature below:

- Constitutes acceptance of the Automatic Payment Terms and Conditions on the next page, and
- Authorizes UNFCU to withdraw my monthly payment plus any additional principal amount as designated above from my selected account.

I understand that my payment amount may vary with changes in interest rate or escrow payment as applicable, and that I must maintain sufficient funds in my designated account to cover the total payment amount due. If my payment is not received by the late charge assessment date, UNFCU will assess a late fee in accordance with my mortgage. This applies to all options presented on this form.

x

Member signature_____
Date (DD Mon YYYY)

Automatic Payment Service Terms and Conditions

If you selected an automatic payment option for your loan (option A or B on this form), read the terms and conditions that apply. Also keep a copy for your records. By enrolling in the automatic payment service (the 'Service') you are authorizing UNFCU to make your loan payment each month. UNFCU will do this by automatically transferring funds from the account that you specified.

1. Your mortgage must be in a current status before the automatic withdrawal can be established.
2. If the Service cannot be established as requested, we will provide you with a brief explanation of the issue(s). You are still responsible for making all payments until automatic payments have been established.
3. Your automatic payment will be withdrawn from your account on the date you specified on this form.
4. If you selected option A for a UNFCU account, your scheduled automatic payment will be posted on the same day. If the date falls on a weekend or a bank holiday, the automatic payment will still be made on the same day. If you selected option B, and your scheduled automatic payment date falls on a weekend or a US bank holiday, the withdrawal will occur on the next business day.
5. To make a change to your current Service or change the additional amount toward your outstanding principal balance, you must complete a new form. You can change or eliminate this additional amount. To do so, please give UNFCU your notification at least 10 business days before the scheduled automatic payment date.
6. You can terminate the Service by notifying UNFCU at least 10 business days prior to the automatic payment date. You are responsible for making all payments on time following cancellation of the Service.
7. UNFCU cannot use an automatic payment to collect fees, unless they are part of the total amount due.
8. UNFCU reserves the right to cancel this Service for any reason, including, but not limited to:
 - a. Your automatic payment is rejected because of 'Authorization Revoked' or 'Account Closed';
 - b. Three automatic payments are returned unpaid for insufficient funds within a consecutive 12-month period;
 - c. You do not otherwise comply with these terms and conditions or your loan.