

# DIRECT PAYMENT AUTHORIZATION

MEMBER NAME(S) \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_ MOBILE \_\_\_\_\_  
 PSECU MEMBER ACCOUNT NUMBER \_\_\_\_\_

**NOTE:** Many direct payment options are available in digital banking. Log into your account and go to **Transfers**.

**I WOULD LIKE TO:** (check one)

- Create a New Direct Payment Authorization (Number will be assigned by PSECU # \_\_\_\_\_)
  - Modify an Existing Direct Payment Authorization # \_\_\_\_\_
  - Discontinue/Revoke Direct Payment Authorization # \_\_\_\_\_
- Date last transaction is to take place \_\_\_\_\_ (Skip to bottom of page to sign and date)

**I WOULD LIKE TO:** (check one)

- Pay my PSECU Loan # \_\_\_\_\_
  - OR -
  - Minimum Payment
  - Alternate Amount of \$ \_\_\_\_\_
- Deposit \$ \_\_\_\_\_ to my PSECU share (check one)
  - Regular share  Checking share
- Withdraw \$ \_\_\_\_\_ from my PSECU share (check one)
  - Regular share  Checking share

NOTE: Should the minimum scheduled payment exceed your selected alternate amount at the time of debit, PSECU will use the higher of the two amounts for the debit to your account

**Frequency of Transfer:** (check one)

- Weekly  Biweekly  Monthly  Semimonthly (If semimonthly, circle one) 1st & 16th or 15th & 31st

**Date to start:** \_\_\_\_\_ NOTE: Please allow 30 days for this transfer to be set up on your PSECU account.

**FINANCIAL INSTITUTION INFORMATION** - Financial institutions can be a bank, credit union, or savings and loan. Please check with your financial institution to verify that your account is able to receive ACH transfers from your PSECU account.

Name of Financial Institution \_\_\_\_\_  
 ABA Routing Number (must be nine digits) \_\_\_\_\_  
 Account Type\* (check one)  Checking  Savings  
 Account Holder Name(s) \_\_\_\_\_  
 Account Number \_\_\_\_\_

**\* TO AVOID DELAYS IN PROCESSING:** You must attach a current voided check if the account at the other financial institution is a checking account. If the account at the other financial institution is a savings account, an account verification letter from the other financial institution must be attached.

**When using Direct Payment to pay a PSECU loan:**

- This service is an alternative payment method and does not impact your obligation to pay your loan on time.
- It may take up to 30 days to establish Direct Payment, and you are responsible for all loan payments until it is established.
- If money is not available at your other financial institution, you are responsible for all loan payment(s) and any charges PSECU assesses. PSECU may give provisional credit until we receive final settlement. If final settlement does not occur, you agree that the provisional credit will be reversed and that you must make all loans current including any late fees that may be incurred.

**I understand and agree that:**

- PSECU provides notice of my minimum Loan payment due for variable and fixed payments on my PSECU statement.
- Business accounts, as well as international or accounts where you hold no ownership, are not eligible for this service.
- This is an electronic transaction and is subject to current applicable provisions of U.S. law.
- This authorization is to remain in full force and effect until PSECU has received written notification from me to revoke this authorization at least three full business days before the next scheduled transaction. Notification may be faxed to PSECU at 717.720.1197 or mailed to PSECU, Attn: EFT, P.O. Box 67013, Harrisburg PA 17106-7013. I further understand that PSECU and/or my financial institution reserve the right to terminate the Direct Payment plan and/or my participation in it at any time.
- If the funds are not available at the other financial institution, PSECU shall have no liability for fees or charges assessed by my other financial institution.
- If the funds are not available at the other financial institution, PSECU will NOT try a second time to debit the account, and I will be responsible to make the missed transfer on my own.

**QUESTIONS?** Call 800.237.7328

Please return this page to PSECU and keep the second page as proof of your authorization.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**ATTACH VOIDED CHECK HERE**

**PSECU OFFICE USE ONLY** Processed by teller # \_\_\_\_\_ Date \_\_\_\_\_  Approved  Denied: \_\_\_\_\_