

**SKIP-A-PAYMENT REQUEST**

**SKIP A PAYMENT AGREEMENT**

All requests to skip-a-payment are subject to credit union approval. By signing this request you agree to amend the terms of your original loan agreement and to repay the entire unpaid balance and accrued interest. Mortgage, home equity, home improvement, credit cards, one-time payment term, loans with less than 3 months payment history, and loans 30 or more days delinquent are not eligible. All accounts at the credit union must be in good standing. The \$25 skip-a-payment fee must be paid prior to payment date and cannot be rolled into the loan balance. In the event of a claim, Guaranteed Asset Protection (GAP) may be affected. Other restrictions may apply. I understand the interest will continue to accrue during the deferred period. I understand this will extend the term of my loan. I understand and agree with the terms and conditions of the skip-a-payment program.

**MEMBER INFO**

Member Name  Account Number   
 Loan Number  Month to Skip   
 Daytime Phone  Email   
 Purpose for Request

**PLEASE NOTE:** This form, filled out in its entirety, must be received by the loan department 10 days prior to loan payment due date. Failure to ensure request is received before aforementioned time can result in denial of request. The Credit Union will not be responsible for any fees, such as those that can occur because of a scheduled ACH loan payment, for any requests given after the 10 day grace period.

**ADMINISTRATIVE FEE PAYMENT**

**Loan payment will not be changed until this form is signed and returned with method of payment.**

Please deduct the \$25 Skip- A -Payment fee (per loan) from my Texas DPS Credit Union:

Savings     Checking     Check/Money Order Enclosed

**ALL BORROWERS OF ORIGINAL LOAN AGREEMENT MUST SIGN FORM**

Borrower's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Co-Borrower's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**RETURN FORM**

- 1. **Mail to:** Texas DPS Credit Union  
PO Box 15346 Austin, TX 78761
- 3. **Fax to:** 512-467-1607

- 2. **Email to:** txdpescu@txdpescu.org
- 4. **Drop off** at Texas DPS Credit Union

**FOR CREDIT UNION USE ONLY**

**APPROVED:**  
 **DENIED:**

- All loans are not current at this time
- Three consecutive monthly payments required
- This loan has received two Skip-A-Payments within the last 12 months
- Other \_\_\_\_\_
- This type of loan is not eligible (Credit Card, Mortgage, Single Pay)
- Checking account is negative at this time

Credit Committee/Loan Officer: \_\_\_\_\_ Date: \_\_\_\_\_