

ACCOUNT # _____

**BIRMINGHAM CITY CREDIT UNION
PAYROLL DEDUCTION REQUEST
(BI-WEEKLY)**

MEMBER NAME _____ SS# _____

DIVISION/DEPT _____ Employee ID # _____

EFFECTIVE DATE _____ AMOUNT _____

- LOAN _____
- LOAN _____
- LOAN _____
- LOAN _____
- LOAN _____
- INSURANCE _____
- SAVINGS _____
- CHRISTMAS/VACATION CLUB _____

TYPE OF REQUEST: **NEW** **CHANGE** **STOP DEDUCTION**

Attention Payroll Officer:

By signing below I hereby authorize you to deduct the above amount from my pay, until further notice from me, and transmit the same to the Birmingham City Credit Union.

TO BIRMINGHAM CITY CREDIT UNION

I have selected payroll deduction as a deposit option for the Birmingham City Credit Union for the purpose of making bi-weekly loan payments or deposits to my accounts as designated. I understand that it is my responsibility to contact the Birmingham City Credit Union to make other arrangements in the event the payroll deduction does not occur for any reason. I acknowledge that I will remain liable for any payments not made by payroll deduction. This agreement does not supersede any payment agreements as disclosed on my loan documentation. I further understand that payments not received as agreed may be subject to late charges and effect on your credit report.

Signature of Credit Union Member Date _____

PLEASE INCLUDE A COPY OF YOUR DRIVER'S LICENSE