

ACCOUNT # \_\_\_\_\_

BIRMINGHAM CITY CREDIT UNION  
PAYROLL DEDUCTION REQUEST

Please Circle One: BI-WEEKLY / MONTHLY

MEMBER  
NAME \_\_\_\_\_ SS# \_\_\_\_\_

DIVISION/DEPT \_\_\_\_\_ Employee ID # \_\_\_\_\_

EFFECTIVE DATE \_\_\_\_\_ AMOUNT \_\_\_\_\_

SAVINGS \_\_\_\_\_

LOAN \_\_\_\_\_

CHECKING \_\_\_\_\_

LOAN \_\_\_\_\_

ALLSTATE INSURANCE \_\_\_\_\_

LOAN \_\_\_\_\_

CHRISTMAS CLUB \_\_\_\_\_

LOAN \_\_\_\_\_

VACATION CLUB \_\_\_\_\_

LOAN \_\_\_\_\_

OTHER ACCOUNT \_\_\_\_\_

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/monthly) 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**