

# Skip-A-Payment Request Form

November 2025



Print Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

What loan(s) are you requesting to skip? (auto, signature, etc.)

- 1.) \_\_\_\_\_
- 2.) \_\_\_\_\_
- 3.) \_\_\_\_\_
- 4.) \_\_\_\_\_

How do you wish to pay the \$35.00 processing fee (per loan)? (choose **one**)

- ☐ Deduct from my VSUFCU Shares (savings)
- ☐ Deduct from my VSUFCU Drafts (checking)
- ☐ I have included a check for \$35.00 (per loan) made payable to VSUFCU
- ☐ I choose to pay cash (\$35.00 per loan)

Total amount paid:

\$ \_\_\_\_\_

## Important information

This promotion cannot be used for your first loan payment. This promotion excludes all real estate loans. You must be in good standing with Virginia State University Federal Credit Union to be eligible for this Skip-A-Payment promotion. If you have weekly, bi-weekly or semi-monthly payments established, this promotion applies to the entire month of payments. We must receive your signed authorization and Skip-A-Payment processing fee prior to your regularly scheduled payment due date for the month you wish to skip. A \$35.00 fee applies to each loan you skip. Your loan payment amount will remain the same, but skipping a payment may extend the term of your loan.

## Authorization

I hereby authorize Virginia State University Federal Credit Union to skip my November 2025 loan payment. I understand that finance charges will continue to accrue on all new and existing balances during the skipped payment period pursuant to my agreements with the Credit Union, and that all terms and conditions will apply after said skipped payment period.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Joint Applicant Name (if applicable): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**WE MUST RECEIVE YOUR FORM BEFORE OCTOBER 20, 2025**

EMAIL COMPLETED FORM TO: [info@vsufcu.org](mailto:info@vsufcu.org)

FAX: 804-526-0834

MAIL COMPLETED FORM TO: 3401 BOISSEAU ST.  
SOUTH CHESTERFIELD, VA 23803  
ATTN: LOANS

Contact VSUFCU for more details. 804.526.6708

### For Internal Use Only

Payment Type: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Due Date Before: \_\_\_\_\_

Due Date After: \_\_\_\_\_

Initials: \_\_\_\_\_

Verified By: \_\_\_\_\_