Hancock Federal Credit Union

Skip-A-Payment Program Application Qualifications:

○ The Skip-a-Pay program only applies to *non-real estate secured closed-end loans*. Open-end forms of credit such as credit cards and any revolving forms of credit are ineligible.

○ All borrowers associated with the loan must be in good standing which is defined as no overdrawn deposit accounts or charge-offs of any kind, related to a deposit account or a credit account with HFCU. Good standing also includes accounts whose next payment due date is within the 10 day grace period and includes current balances *under* the credit limit on any open-end credit obligation(s) with HFCU.

○ Borrowers in any pending bankruptcy proceedings do not qualify. If the borrowers' bankruptcy was discharged, he/she must have reaffirmed their obligation(s) to HFCU in order to be eligible.

○ Borrowers may not currently be in any type of workout or form of extension (Interest Only Agreement, Deferral, Reduced Payment Agreement, or Extension Agreement) with HFCU.

○ The subject loan(s) must have a minimum six-month history (including refinanced loans) with no delinquency beyond the grace period.

○ Only one skipped payment per loan in any calendar year will be granted.

Please fill out the following:

Primary Borrower Name: _____ Borrower Acct #: _____

I/We wish to skip a payment on loan suffix # _____ for the month of _____

Please deduct the processing fee from my account #_____ Suffix _____ ☐Savings ☐Checking

A processing fee of <u>$45.00</u> is charged for each skipped payment. The processing fee is non-refundable and is a fee, not a principal or interest payment on the loan. The fee is required to be paid prior to processing the skipped payment. Interest continues to accrue on the loan. A skipped payment will extend the loan's maturity date and may result in a larger final payment.

(Primary borrower, Co-borrower(s), and any owner of collateral must sign this application)

*Your credit rating will not be negatively affected by accepting this offer.
*Credit life/disability and GAP insurance coverage may not extend on loans that included skipped payments. Coverage may expire on the original maturity date and thus any time beyond the original maturity may be uninsured. All other terms and conditions of the loan remain unchanged.

_____	_____	_____	_____
Primary Borrower	**Date**	**Co-Borrower**	**Date**
_____	_____	_____	_____
Co-Borrower	**Date**	**Owner of Collateral**	**Date**

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(For Internal Use Only)

Please perform the following tasks and check the following:

_____ Located and pulled the file

_____ Verified ALL qualifications on the front of the application have been met

_____ Applied the $45.00 fee to Loan Processing Fees (#131050) w/a note that reads "Skip-A-Pmt fee, member's last name, and account # along w/suffix" for both reasons

_____ Verified the application has been properly filled out

_____ Logged the extension in the CU Info/Loan Info/Consumer Loan Department/Tracking Spread/Extension log (Extensions Tab)

_____ Modified any payment method, if necessary and notified Emily if an EFT/Payroll or ACH repayment method (make sure to click on the description and change the date for next payment date and in the Deliquency Rates Tab change the late date to the same date as the next payment date)

_____ Inputted a CU Loan flag in CUnify under the account the loan is under

_____ Filed the application in the file folder

Initial here _____ to verify all skip-a-payment procedures have been met