



AUTOMATIC LOAN PAYMENT OR DEPOSIT CANCELLATION FORM


Please complete this form in its entirety and sign this form to authorize First City Credit Union (FCCU) to cancel a one-time or recurring transfer from an account you own at another institution for payments to your account or loan at FCCU. ***Incomplete forms cannot be processed.***

A one-time transfer or recurring transfer can be canceled by calling the Contact Center at 1-800-944-2200, or emailing a signed copy to ACH@firstcitycu.org, or mailing this original form to:

First City Credit Union
Attn: eCommerce & Payments
PO BOX 93727
Pasadena, CA 91109

Select One:

INFORMATION FOR ACCOUNT FROM WHICH THE TRANSFER WILL BE CANCELLED:

NAME ON ACCOUNT		BEST CONTACT NUMBER	
INSTITUTION NAME		INSTITUTION CITY AND STATE	
ROUTING NUMBER	ACCOUNT NUMBER	ACCOUNT TYPE (CHECK ONE) <input type="checkbox"/> Checking <input type="checkbox"/> Savings	
		If using a checking account, please refer to your routing and account number on the bottom of your check, as shown in this example.	
TRANSFER AMOUNT (\$3,000 or less for loans or deposits)			

INFORMATION OF FIRST CITY CREDIT UNION ACCOUNT:

MEMBER NAME	FCCU MEMBER NUMBER
ACCOUNT TYPE (CHECK ONE AND PROVIDE SHARE (ACCOUNT) ID FOR ACCOUNT INDICATED--(e.g. Loan 45, Checking 02)	
<input type="checkbox"/> Checking: Share ID	<input type="checkbox"/> Savings: Share ID
<input type="checkbox"/> Loan: Loan ID:	

By signing below, I certify that I am an authorized signer on each of the above accounts. I authorize First City Credit Union to cancel the payment on the account at the institution indicated above on or after the date indicated. I also acknowledge the following: 1) The original authorization of the one-time or recurring payment may be canceled by calling us, sending written notice, or by completing a new copy of this form. **First City CU must be notified of cancellation at least 10 days prior to the transfer date or payoff of the loan.**

****Please complete each section prior to signing to ensure your request is processed.***

Signature **X** _____ Date _____

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Processed by # _____