



Payment Due Date Change Request

Member Name: _____

Account Number: _____ Loan Description: _____

To make a payment due date change request, your loan must meet the following criteria:

- The loan type is not one of the following:
 - Mortgage
 - Home Equity Line of Credit
 - Line of Credit
 - Credit Card
- Your first loan payment has been made.
- Your loan is current.
- The date you are requesting must remain in the same calendar month that your loan payment is currently due. If your request is not in the same calendar month, please contact us at 720-836-2230.
- This form must be signed and completed in its entirety.

Current Payment Due Date: _____ (Day of Month)

Requested Payment Due Date: _____ (Day of Month)

Check this box if you have an existing monthly recurring payment set up for this loan and you would like future recurring payments to be processed on the same day as the above requested loan due date.

**Please be advised, we are unable to make changes to recurring transfers you have set up in Online Banking. If you have set up a recurring loan payment transfer in Online Banking and want the day of the transfer changed to match the above requested due date, you will need to log in to Online Banking and make that change.*

Reason for requesting payment due date change (please check one):

Payroll Change

Personal Financial Management

Employment Change

Signature _____

Date _____

To submit your **Payment Due Date Change Request** please send to:

Mailing Address: Westerra Credit Union
3700 E. Alameda Ave.
Denver, CO 80209

Fax: 1-866-260-0748

Branch: Deliver it in-person to a Westerra branch.

For security purposes, do not return the completed form by email.

If you have any questions, please contact the Loan Servicing Department at 720-836-2230.