Please use this form to request a Commercial Loan Payoff.

To speed the processing of your request, please follow these steps:

1. Complete the Payoff Request Form in its entirety. UNSIGNED or incomplete requests will not be processed.

2. Send your completed Payoff Request Form to DCU in one of two ways:

   • Fax your completed form to: 866.632.6372

   OR

   • Mail your completed form to:

     Digital Federal Credit Union
     Attn: Commercial Loan Servicing
     220 Donald Lynch Boulevard
     P. O. Box 9130
     Marlborough, MA 01752

What you can expect

Once you have submitted your completed form, allow three business days for the payoff figures to be computed and faxed to you.

Phone requests will not be processed.
FAX COMPLETED FORM TO: COMMERCIAL LOAN SERVICING FAX: 866.632.6372

Company/Attorney Name: _____________________________ Contact: ____________________

Telephone #: (_____)_____________ Fax #: (_____)________________________

Borrower: ________________________________________________

Co-Borrower: ______________________________________________

Subject address: ___________________________________________

Proposed Closing Date: _________________ (No further than 30 days in advance)

Account #: ____________________ SX# __________

Account #: ____________________ SX# __________

Account #: ____________________ SX# __________

Comments: ________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

I authorize Digital Federal Credit Union to release payoff figures to the above named company/individual for the account number(s) indicated

Member’s signature: _____________________________ Date: ______________

Rev. 5.2013