



Commercial Loan Payoff Form Checklist

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.



BANKING – THE DCU WAY

Digital Federal Credit Union • 220 Donald Lynch Blvd.
PO Box 9130 • Marlborough, MA 01752-9130

508.263.6700 • 800.328.8797 • dcu.org • dcu@dcu.org

COMMERCIAL LOAN PAYOFF REQUEST FORM
Please Print

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: _____