**The Canton Student Loan Foundation**

Is offering Automatic Payment

for CSLF ***AND*** SLFNC loans!!!

Are you:

Tired of writing checks?

Rushing to the Post Office every month?

Worried about payments being delayed in the mail?

With automatic payment, your loan payment will be paid automatically on the ACH due date. You will no longer have to worry about mailing your payments or about not being able to pay your loan while you are out of town. Enrollment is easy, simply complete the enclosed application.

**IMPORTANT!**

1. *Whether you have borrowed from CSLF or SLFNC or both, you can use this form. Please make sure you use the correct loan number for your requests.*
2. Once you sign up for ACH, your billing statement will become “paperless” and you will receive a notice when your billing statement is available to view online. If you prefer not to go “paperless”, please call the office and request that a statement be mailed to you.
3. If you change banks or if you change the type of account or account number to be debited, please notify the Canton Student Loan Foundation immediately.
4. Automatic Payment due date differs from mail in payments. To ensure payment is received in a timely manner, **the withdrawals will occur on the 20th day of each month.**
5. If paying with a checking account, a voided check or a copy of your checking account statement showing the bank’s routing number and your account number must be sent along with the enrollment form. If paying with a savings account, a copy of your savings account statement showing your bank’s routing number and your savings account number must be sent along with the enrollment form. These can usually be found on your bank’s website or they will prepare a form with this information on it for you.
6. Please continue to pay your bill in the usual manner until you receive a notification from us indicating that you are enrolled and the date your bank account will be debited.

Automatic Payment is a convenient, dependable, inexpensive way to pay your loan payment! There is no charge to enroll. Sign up today! The sooner you act, the sooner you can start saving time and money.

**ENROLLMENT FORM**

**Automatic Payment Enrollment Form for CSLF *AND* SLFNC**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name: Click to enter | | | | Loan # CSLF: Click to enter  Loan # SLFNC: Click to enter | |
| Address: Click to enter | | | | | |
| City: Click to enter | | | State: Click | | Zip: Click to enter |
| Mobile Phone:  Click to enter | Other Phone:  Click to enter. | Email (for account notifications including paperless stmt notices):  Click to enter | | | |

Please deduct my CSLF/SLFNC automatic payment from the following:

|  |  |  |  |
| --- | --- | --- | --- |
| Financial Institution: Click to enter | | | Phone: Click enter |
| Address: Click to enter | | | |
| City: Click to enter | | State: Click | Zip: Click to enter |
| \*Routing #: Click to enter numbers | Account #: Click to enter numbers  This is a:  Checking Account  Savings Account | | |
| Deduction Amt CSLF: $Click to enter amount  Deduction Amt SLFNC: $ Click to enter amount | | | \*\*Start Date:  20th of:  Month: Pick month  Year: Pick year |

\*The **Routing** number is the **nine (9) digit number** located at the bottom of your check in between the **|:** symbols.

\*\*Must be received on or before the 10th of the month you wish to begin.

|  |
| --- |
| Terms and Conditions |
| The monthly deductions from the designated account at your financial institution will include all principal and interest payments. You agree to maintain sufficient available funds in the account on the business day prior to the Deduction Date to cover the amount of the deduction. You are responsible for any fees that may be imposed by your financial institution. If there are insufficient funds in the account to cover a deduction, you will be assessed a fee. In addition, the *Canton Student Loan Foundation (“Foundation”)* is authorized to attempt the deduction at a later time. You also remain responsible for paying directly to the *Foundation* any other fees with respect to your loan. Payments may increase as detailed in your promissory note(s). By signing this enrollment you are giving permission for these increases to be deducted when they are due. You may terminate your authorization for automated deductions by notifying the *Foundation* in writing, and the termination will be effective ten (10) business days after the date the notice is received. |
| Yes, I authorize *The Canton Student Loan Foundation* to deduct my CSLF/SLFNC loan payment(s) in accordance with the Terms and Conditions and the Enrollment Form each month from the designated Bank account. I also authorize the increase in payments according to the terms of my promissory note(s). I agree to receive email notifications regarding my account(s) and to respond when requested.  Signature: Click to enter Date: Click to enter date |

Did you remember to:

Include a voided check or bank statement? (see #5 on instruction page)

Complete all sections of the Enrollment Form?

Sign the Enrollment Form? 7/2024