

# AUTOMATIC PAYMENT DEDUCTION AUTHORIZATION

Submit this form to C&N in one of three ways: 1) Scan/email to [loanservicing@cnbankpa.com](mailto:loanservicing@cnbankpa.com) or eFax to 570.933.7402,  
2) Drop it off at any C&N office, or 3) Mail it to PO Box 58 Wellsboro, PA 16901

Lender: Citizens & Northern Bank  
Borrower(s): \_\_\_\_\_  
\_\_\_\_\_

Description of Loan ("Loan"): \_\_\_\_\_  
Loan Number: \_\_\_\_\_

## Purpose of Request:

- Setup new automatic payment
- Modify existing automatic payment amount
- Change deposit account on existing automatic payment

## Payment Details:

Institution:  C&N  
 Non-C&N Bank ABA Routing # \_\_\_\_\_ / Name on Account \_\_\_\_\_  
Account Type:  Savings  Checking (provide voided check if not C&N account)  
Account Number: \_\_\_\_\_  
Frequency:  Monthly  Biweekly (option only available for C&N deposit accounts)  
Payment Start Date: \_\_\_\_\_  
Amount:  Contractual Payment Amount (includes principal, interest, and escrow, if applicable)  
 Additional principal of \$ \_\_\_\_\_

## Authorization Agreement for Automatic Payments:

1. Borrower authorizes Lender to automatically deduct the amount entered above from the account entered above ("Account") that Borrower maintains on the date each Loan payment is due until the Loan is paid in full or until the Automatic Payment Deduction Authorization is terminated. If the Loan payment due date falls on a Saturday, Sunday or Holiday, the Loan payment will be deducted on the next business day. Borrower agrees to maintain a balance in the Account sufficient to cover the Loan payment when it is due together with all other debits to said Account. Lender may, at Lender's sole discretion, apply additional services charges or terminate the Automatic Payment Deduction if borrower fails to keep a balance in the Account sufficient to cover the Loan payment; the Account is closed by Lender or Borrower for any reason; or there is any change in the status of the Account
2. Borrower may terminate the Automatic Payment Deduction Authorization for any reason by giving written notice of termination to the Lender. Written notice must be received by Lender at least 7 (seven) business days prior to the next scheduled Loan payment date.
3. Borrower agrees that if the Account does not have sufficient funds on the date Lender attempts to deduct the Loan payment that Lender, at its sole discretion, shall determine whether or not a deduction shall be made. Lender may continue to attempt to deduct the Loan payment from the Account for ten days.
4. Borrower's failure to maintain a sufficient balance in the Account may result in additional account fees as applicable. Borrower should refer to Deposit Account disclosures (if C&N deposit account). Until such Loan payment is made, Borrower shall continue to be responsible to make such payments, and any other payments that may be due on the Loan, including any late fees, as provided in the terms of the Loan.
5. Borrower acknowledges and agrees that, by choosing to make biweekly payments as opposed to monthly payments, Citizens & Northern Bank is hereby permitted to charge a late fee in the amount of ten percent (10%) of the biweekly payment amount, in the event a biweekly payment is at least 15 days overdue, or the minimum amount listed on the loan contract, whichever is greater. Biweekly loan payments are only available to automatic payments made from a C&N account.
6. Borrower acknowledges and agrees that all other terms and conditions of the Note shall remain in full force and effect and are not altered or amended in any manner by execution of this authorization.
7. *Ready Cash, Ready Reserve and Key Loans Only:*  
Borrower authorizes lender to advance the available credit on my (our) loan # \_\_\_\_\_ to transfer and deposit into the following checking accounts to cover each overdraft or item presented on uncollected funds. We will make all transfers in multiples of \$50.00 or \$100.00 in accordance with your contract. If the available credit on your loan is not sufficient to cover the entire amount required, we will transfer all available funds. You authorize us to charge your loan account a \$10.00 fee each time we transfer funds (except for Key Loans). The fee amount added to your loan balance may cause the credit limit to be exceeded. This authorization replaces any previous authorization and the authorization found in the loan contract.

Account Number \_\_\_\_\_ Account Number \_\_\_\_\_ Account Number \_\_\_\_\_

BORROWER ACKNOWLEDGES RECEIPT OF AN EXACT COPY OF THIS AUTHORIZATION.

\_\_\_\_\_  
Borrower Date Borrower Date



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