

## VOLUNTARY PAYROLL DEDUCTION (PRD) WORKSHEET

Fill out this worksheet by listing how you would like your payroll deduction to be credited to your Los Angeles Federal Credit Union (LAFCU) accounts. If you do not know the suffix number of your LAFCU account(s), please look on your monthly statement or call us for assistance. Do not cancel deductions to your loans without first speaking to a loan processor about receiving loan coupons or monthly billing. Call the LAFCU loan department at Ext. 620 for details. **If you are an Active employee, allow two pay periods for the Payroll Deduction to commence, or one pay period if you are a Retired employee.**

PRINT YOUR NAME (First, Initial, Last)		YOUR SIGNATURE X		DATE
LA CITY DEPT #	SOC. SEC. #	ACCOUNT #	DAYTIME PHONE # (      )	

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> ACTIVE CITY EMPLOYEE  | <input type="checkbox"/> ESTABLISH NEW PAYROLL DEDUCTION (PRD)<br><i>(Please sign PRD card)</i> | <input type="checkbox"/> COMMUNITY REDEVELOPMENT AGENCY (CRA)                     |
| <input type="checkbox"/> LAFCU EMPLOYEE  | <input type="checkbox"/> CANCEL PAYROLL DEDUCTION (PRD)<br><i>(Please sign PRD card)</i>        | <input type="checkbox"/> CHANGE ALLOCATIONS ONLY<br><i>(PRD remains the same)</i> |
| <input type="checkbox"/> RETIRED CITY EMPLOYEE   |   |   |
| <input type="checkbox"/> INCREASE/DECREASE PRD - <b><i>This form supercedes all previous PRD forms completed with LAFCU. "Please list exact deduction amounts including deposits to shares and payments to loans."</i></b> |   |   |

**INDICATE HOW YOU WOULD LIKE YOUR PAYROLL DEDUCTION CREDITED TO YOUR LAFCU ACCOUNT(S):**

**LOANS:**

*(Once your loan is paid off, your payroll deduction (PRD) will be deposited into your Share Savings account. To cancel your payroll deduction after your loan is paid off, please fill out another PRD form and card.)*

SUFFIX #	AMOUNT TO BE CREDITED
	\$
	\$
	\$
	\$

**SHARE ACCOUNTS:**

- Main Account
- Checking Account
- Sub-Shares
- Holiday Club
- Money Market

0	\$
9	\$
	\$
5	\$
3	\$

**IRA ACCOUNT:**

CERTIFICATE #	\$
---------------	----

**OTHER LAFCU ACCOUNT(S):**

TYPE OF ACCOUNT	ACCOUNT #	
		\$
		\$

**TOTAL PAYROLL DEDUCTION**

	\$
--	----

**CREDIT UNION USE ONLY**

LAFCU EMPLOYEE COMPLETING FORM:	TELLER #	DATE:	EFFECTIVE DATE:
---------------------------------	----------	-------	-----------------



P.O. Box 53032 • Los Angeles, CA 90053 • [memberservices@lafcu.org](mailto:memberservices@lafcu.org) • [www.lafcu.org](http://www.lafcu.org)  
Ext. 610 • (213) 484-8640 • (818) 242-8640 • (800) 252-4009 *(outside local areas)*

LAFCU membership is open to active and retired employees, and active volunteers of LA City (excluding DWP, LAFD and LAPD), and selected associations and Select Group Additions, and their immediate family members. You must be an LAFCU member to obtain credit and/or to use credit union services.

