



# Payoff, Title Suspense and Authorization Form

Service Federal Credit Union Corporate Offices  
Stateside: P.O. Box 1268, Portsmouth, NH 03802 | 800.936.7730  
Overseas: Unit 3019. APO AE 09021-3019 | 00800.4728.2000

### Seller/Account Holder's Information and Authorization

Name(s): \_\_\_\_\_ Acct # (with lienholder) \_\_\_\_\_

I authorize and request the lienholder to release payoff and title information to **Service Federal Credit Union** for:

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ VIN: \_\_\_\_\_

Signature of Owner(s): \_\_\_\_\_

Seller and/or account holder agree once loan is paid in full/purchase complete that the ownership documents and lien will be released and sent to:

### Lienholder Information

Lienholder Name: \_\_\_\_\_

Lienholder Overnight Address: \_\_\_\_\_

Lienholder Phone #: \_\_\_\_\_

### Payoff Information

Payoff through: Date \_\_\_\_\_ \$ \_\_\_\_\_ Per Diem \$ \_\_\_\_\_

Name(s) appearing on title: \_\_\_\_\_

Do you have original title document on file/elt?  Yes  No

Is the title listed as branded, salvaged or rebuilt?  Yes  No

#### For Credit Union Use Only

- Copy of Title
- Bill of Sale/Intent to Sell/ Purchase Agreement/ Lease Buy out packet
- ID Number(s) \_\_\_\_\_
- Title Fee Paid \_\_\_\_\_
- Color \_\_\_\_\_
- Mileage \_\_\_\_\_
- Limited Power of Attorney
- Signatures(s) on the back of the Title/ Title Re-Assignment
- Signature(s) on Title App
- UCC filed & Copy sent to Records
- Date Payoff Check was sent to current Lien Holder \_\_\_\_\_
- Date title was sent to the State \_\_\_\_\_
- Date DNA shows title status of PT \_\_\_\_\_

#### NOTES:

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Name and title of person completing this form: \_\_\_\_\_