



# BALANCE TRANSFER REQUEST

Simply complete this form and return it to us.

We'll take care of the rest!

37321 Garfield Road  
Clinton Township, MI 48036-2052  
1-800-328-8051

1. Card Issuer: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Payment Address: \_\_\_\_\_  
City / State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Amount to Transfer: \$ \_\_\_\_\_

3. Card Issuer: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Payment Address: \_\_\_\_\_  
City / State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Amount to Transfer: \$ \_\_\_\_\_

2. Card Issuer: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Payment Address: \_\_\_\_\_  
City / State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Amount to Transfer: \$ \_\_\_\_\_

**Terms & Conditions:**  
By signing, I authorize the Credit Union to pay on my behalf each balance or portion of balance I have designated. I have read the terms and conditions for this transfer request:  
Credit Union Account #: \_\_\_\_\_  
Name (please print): \_\_\_\_\_  
Signature: \_\_\_\_\_

### Terms & Conditions:

1. If the transfer information you provide is incomplete, the Credit Union will not be able to process the transfer request. Transfers will be sent to only recognized creditors or financial institutions and will not be sent to your home or billing address.
2. Please continue to make your minimum required payment until the requested transfer payment appears on that account's billing statement. The Credit Union is not responsible for any remaining balance on that account, or for any finance or other charges you incur due to delays in transferring a balance.
3. If you transfer an amount for a transaction you dispute, you may lose some or all of your rights against the other creditor.
4. While the Credit Union can pay your accounts directly, the Credit Union cannot close them for you. If you wish to close any of the transfer accounts, you must do so yourself.
5. Account balance transfers are contingent upon account setup and assigned credit limit. In some cases, the Credit Union may not be able to process a balance transfer request.
6. Motor City Co-op Credit Union cannot be held responsible for incorrect address or account information.