



Plan ID: 990500050

# CWA Savings & Retirement Trust Loan Payoff Form

## 1. Participant Information

Social Security Number		Birth Date
Name		Hire Date
Address		
City	State	ZIP
Daytime Phone	E-mail Address	
Evening Phone	Employer	

If you are requesting a **loan payoff** of an outstanding loan, you will need to take the following steps.

- Call the Retirement Plan Information Line at 1-800-854-0647 between the hours of 8AM and 8PM Eastern Time. Representatives are available to help you determine the current outstanding balance of your loan.
- Speak with a Representative and alert them that you will be sending in a loan payoff check. They will **"freeze"** your loan for up to 30 days so no additional interest accrues while your payoff is in process. If your loan payoff is not received within the freeze period, interest will accrue from the original date that the "freeze" was placed on the loan.
- Make certified check, money order or cashier's check payable to "CWA SRT FBO [Name of Participant]". Be sure to write your Social Security Number on the check.
- Return loan payoff along with this form to the CWA SRT Trust Office. **You may contact the CWA Trust Office at 1-800-987-0721.**

## 2. Loan Payoff Information

The enclosed certified check, money order, or cashier's check in the amount of \$\_\_\_\_\_.

## 3. Participant Signature - Please sign and return Form along with your payment to the CWA Trust Office

Participant Signature \_\_\_\_\_ Date \_\_\_\_\_

Return Form along with your loan payment to the CWA SRT Trust Office:

CWA Trust Office  
501 Third St NW  
Washington, DC 20001