1. To access Stop Payment module, click 'Self Service' within Business Online Banking – then click 'Stop Payment'
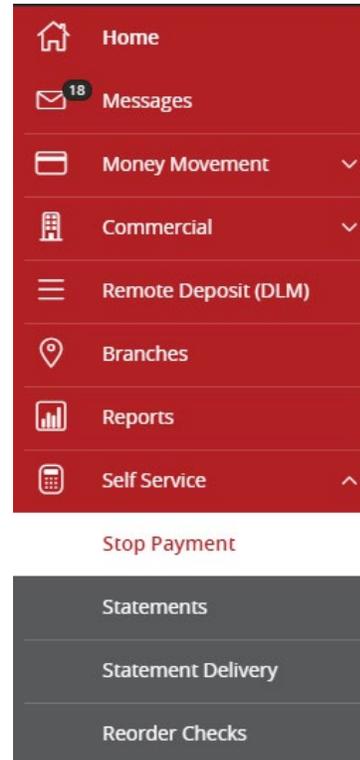
For Single Item Entry:

2. Select 'Single Check' to enter info for single item

3. Select the account from the dropdown

4. Enter information about the item

5. Select 'Request Stop Payment'

For Multi-Item Entry:

2. Select 'Multiple Checks' to enter info for multiple items

Stop Payment

Complete the fields below to make a stop payment request based on known payment information.

Request type

◯ Single Check

⦿ Multiple Checks

3. Select the account from the dropdown

Account

Select an account ⌄

Starting check number

Ending check number

4. Enter information about the items

Starting date (optional)

Ending date (optional)

Note (optional)

5. Select 'Request Stop Payment'

Request stop payment