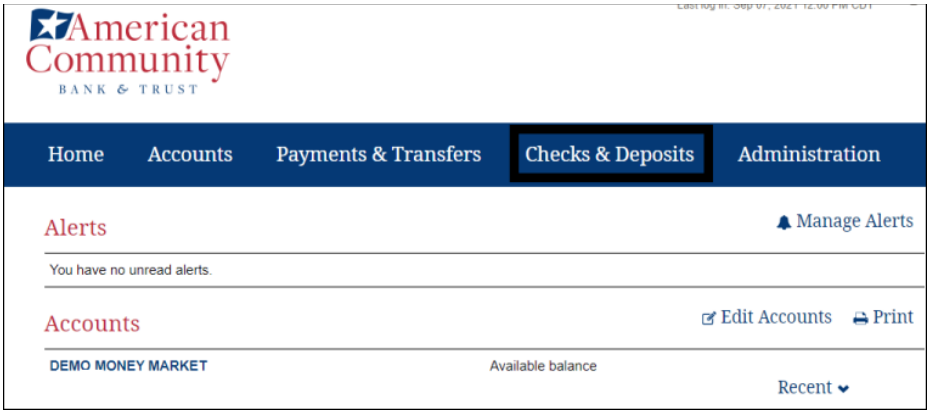
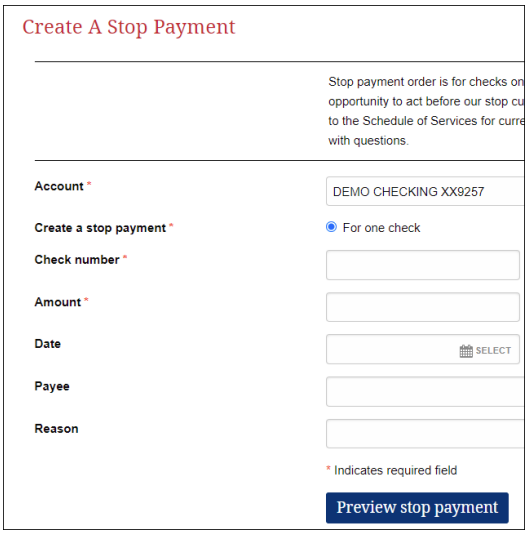
Placing a stop payment in Business Online Banking

1. Once logged in to Online Banking, from the Home screen, select Checks & Deposits

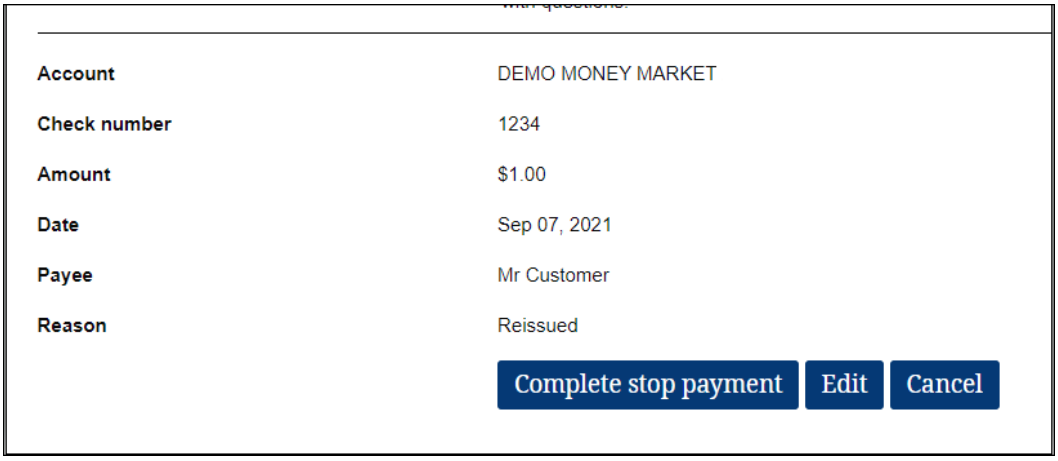


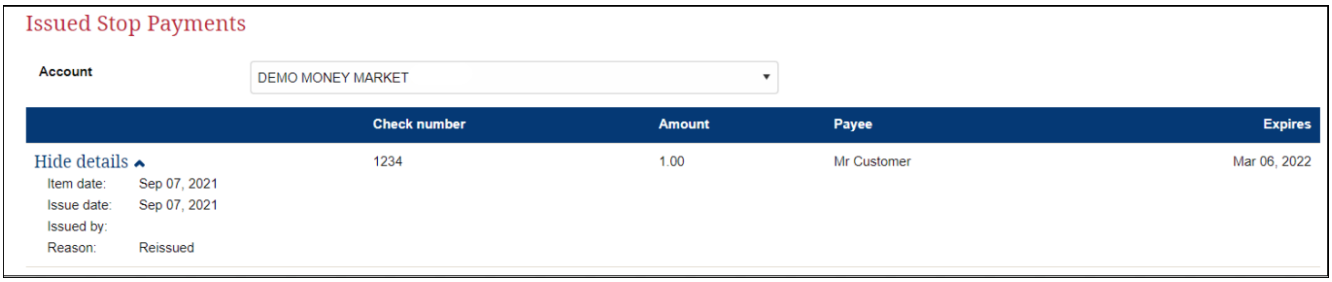
2. Select Stop Payments.

3. The user has the ability to create a new stop payment or search a prior request.
4. To create a stop payment, enter the required information and click Preview stop payment.



5. Review the information and click Complete stop payment.



Review Prior Stop Payment Placed

1. Select from the account drop down. Stop payments expire after 6 months. If user is unable to locate, the request has expired.