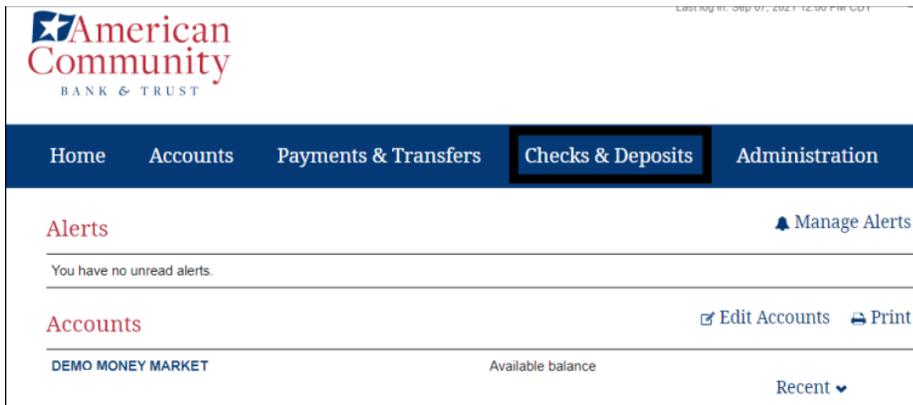


Placing a stop payment in Business Online Banking

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



Home Accounts Payments & Transfers **Checks & Deposits** Administration

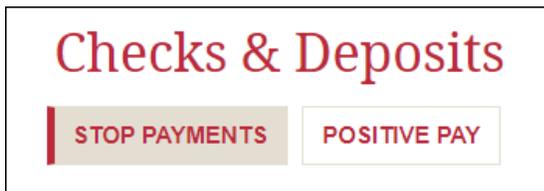
Alerts [Manage Alerts](#)

You have no unread alerts.

Accounts [Edit Accounts](#) [Print](#)

DEMO MONEY MARKET Available balance [Recent](#)

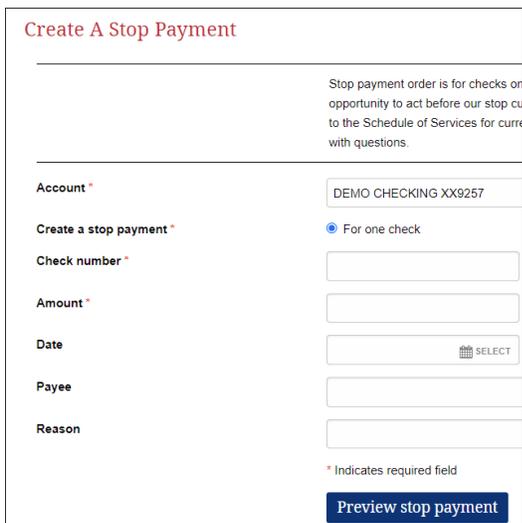
2. Select Stop Payments.



Checks & Deposits

STOP PAYMENTS POSITIVE PAY

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.



Create A Stop Payment

Stop payment order is for checks on opportunity to act before our stop cu to the Schedule of Services for curre with questions.

Account * DEMO CHECKING XX9257

Create a stop payment * For one check

Check number *

Amount *

Date [SELECT](#)

Payee

Reason

* Indicates required field

Preview stop payment

5. Review the information and click Complete stop payment.

Account	DEMO MONEY MARKET
Check number	1234
Amount	\$1.00
Date	Sep 07, 2021
Payee	Mr Customer
Reason	Reissued

[Complete stop payment](#) [Edit](#) [Cancel](#)

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.

Issued Stop Payments

Account: DEMO MONEY MARKET

	Check number	Amount	Payee	Expires
Hide details ▲	1234	1.00	Mr Customer	Mar 06, 2022

Item date: Sep 07, 2021
Issue date: Sep 07, 2021
Issued by:
Reason: Reissued