



**STOP PAYMENT REQUEST**

**Complete form and mail to:** Concordia Bank 547 S Main St. PO Box 909 Concordia, MO 64020-0909

Date of Request: \_\_\_\_\_ Time: \_\_\_\_\_ Check Draft # \_\_\_\_\_ ACH Request \_\_\_\_\_: Single Multiple

Account Number: \_\_\_\_\_ Account Name \_\_\_\_\_

Exact Amount:\* \$ \_\_\_\_\_ Dated: \_\_\_\_\_ Payable to: \_\_\_\_\_

Scheduled Future Transfer Date(s): \_\_\_\_\_ (Reason for stopping) \_\_\_\_\_

Did you replace check? Yes No if so, the replacement check# \_\_\_\_\_ Dated: \_\_\_\_\_

The Customer requesting the Bank to stop payment of this item (the "Customer") agrees to furnish the Bank with the **exact amount**, (\*exact to the penny unless otherwise noted) date, number, name of payee and such other information pertaining to said item as the Bank may request, and failure to furnish such information shall relieve the Bank of any liability for any payment made contrary to this request. Customer agrees to reimburse the Bank for all expenses and loss resulting from refusing payment pursuant to this order, or if by reason of such payment other checks drawn by the Customer are returned unpaid because of insufficient funds. This stop payment is also subject to the provisions contained in the Customer's Signature card.

For all entries except ARC, BOC, RCK, POP, Single-Entry WEB and TEL entries, a customer may stop payment of a debit entry initiated or to be initiated to a Consumer Account of the Customer by providing either verbal or written notification to the Bank at least three banking days before the scheduled date of the transfer. A Bank may honor a stop payment order received within the three-banking-day limit prescribed above, and if it honors such a request, the Bank has no resultant liability or responsibility to any Originator, ODFI, or the other person having any interest in the entry. For ARC, BOC, RCK, POP, Single-Entry WEB and TEL entries, the stop payment order must be provided to the Bank at such time and in such manner as to allow the Bank a reasonable opportunity to act upon the stop payment order prior to acting on the debit entry. The Bank may require written confirmation of a verbal stop payment order within 14 days, provided that the Bank notifies the Customer of this requirement and provides an address to which the written confirmation should be sent at the time and verbal order is provided.

If the customer instructs the Bank to stop all future payments pursuant to a specific authorization involving a specific Originator, the Bank may require the Customer to confirm in writing that the Customer has revoked the authorization given to the Originator.

An ACH stop payment order will remain in effect until the earlier of (1) the withdrawal of the stop payment order by the Customer, or (2) the return of the debit entry, or, where a stop payment order is applied to more than one debit entry under a specific authorization involving a specific Originator, the return of all such debit entries. A stop payment order for checks/drafts will remain in effect for six months after date of issue. A stop payment order for checks/drafts may be renewed for additional six month periods if presented in writing to the Bank during the period in which the stop payment is in effect.

**We use a computer system to check each item. We do not always do a visual inspection. Thus, the information which is inserted herein must be exact or our computer system will not be able to identify the item and this stop payment order will not be effective.**

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Request Received By)

**Please Note** the \$30.00 Stop Payment Request Fee will be automatically deducted from your account at the time we receive your Stop Payment Request.

For Concordia Bank authorized use only:		The above stop payment is released:	
Date _____	Time received: _____	AM PM	_____
Request entered by _____		(Customer Signature)	(Date)