

ACH Debit Stop-Payment Request Form

Please stop payment of the Automated Clearing House (ACH) debit specified below. This stop payment will affect only the (one) payment specified. For recurring preauthorized withdrawals, I (the undersigned) understand that any subsequent payments to the payee identified below will continue to be honored until I take the actions necessary to revoke the authorization originally given by me to allow multiple debits to my account.

Payee/Originator _____

Schedule (future) transaction date _____

Initiated/authorized by check (date) _____
Check number _____

Amount \$ _____ Other _____ Account number: _____

Account title: _____

NOTICE

If you wish to release the Stop-Payment Order described above, please sign below and return this form to Ballston Spa National Bank so we may remove the Stop-Payment Order from our records.

The Stop-Payment Order above hereof is released.

Authorized Signature

Date

Release should bear same authorized signature as Stop Order.

Bank Operations Use Only

Institution Name: Ballston Spa National Bank

Accepted by: _____

Date accepted: (month/day/year) _____ at (time) _____ Fee: \$ _____

Request received: In person By phone

In order to be effective, the Stop-Payment Order must be received in time to allow the institution a reasonable opportunity to act on it. For debits to consumer accounts not initiated by check or authorized using a voided check, ACH rules generally require that the order be given at least three banking days before the scheduled date of the transfer. The order must specifically identify the transaction. **ORAL STOP-PAYMENT ORDERS (INCLUDING BY PHONE) ARE BINDING FOR 14 DAYS ONLY**, unless confirmed in writing within the 14-day period. A valid Stop-Payment Order remains effective until the earliest of the following: (1) the payment is stopped, (2) you release the Stop-Payment Order, or (3) six months elapse after the date the written Stop-Payment Order is accepted. This institution and the undersigned agree to abide by the rules and regulations governing ACH Stop-Payment Orders.

Authorized Signature

Phone number



Ballston Spa National Bank