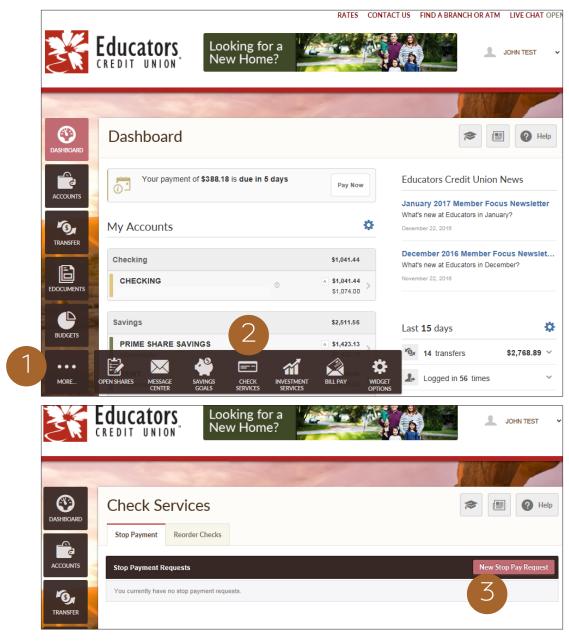
Online Banking

How to Stop Payment on a Check

Login to Educators Online Banking.

- 1. Click on the "More" widget.
- 2. Click on the "Check Services" widget.
- 3. Under the Stop Payment tab, your history of requests will display. Click "New Stop Pay Request".





Online Banking — How to Stop Payment on a Check

- 4. Enter the information for your Stop Payment Request. Check the box next to "I Agree" then click "Submit Request". There will be a \$25 stop payment fee per check.
- 5. The green Stop Payment success message will display at the top of the screen and your request will display under "Stop Payment Requests".

