

# Member Chequing Stop Payment Notice

Service Centre

Date

 /  / 

Member Name

Account Number (eg. 1234S1)

Link Number (0\$31)

## Single Cheque - Ensure cheque has not been presented by checking option 0\$31

NB: If being reported before 2pm check with Transaction Services.

Cheque Amount

Cheque Dated

Serial Number

Payee

Reason

## Multiple Cheques/Books - Ensure cheque has not been presented by checking option 0\$31

NB: Advise Members once stopped cannot be reinstated. If book found must destroy.

First Serial Number

Last Serial Number

Reason

## Member Signature

(1)

(2)

NB: If Member is not present, Stop Payment must be confirmed in writing.

## Service Centre

NB: If received at Service Centre please phone through to Transaction Services - 9287 0819

### MSO USE ONLY

Admin Contacted

Name

'00' noted

MSO initial

Date

 /  / 

Operator No.

Time

### ADMIN USE ONLY

Stop Payment Processed

'00' checked

Replacement cheque book ordered

Admin initial

Date

 /  / 

Operator No.