



# Butterfield

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[www.butterfieldgroup.com](http://www.butterfieldgroup.com)

## CUSTOMER STOP CHEQUE INSTRUCTIONS

Corporate Banking

### INFORMATION

Please stop payment on the following cheque(s) unless you receive written instructions from me to the contrary.

Company Name: \_\_\_\_\_

Customer Account Number: \_\_\_\_\_

### CHEQUE DETAILS

Cheque Number:

Cheque Numbers from:       to:

Amount: \$  CI  US Date Issued: \_\_\_\_\_

Payee: \_\_\_\_\_

Reason for stopping payment: \_\_\_\_\_

Contact telephone number in case of query: \_\_\_\_\_

### Attestation

I/We hereby acknowledge and accept that the Bank had 1 (one) business day from the date of receipt in which to effect all stop cheque requests. I/We indemnify the Bank against any losses that may be incurred should the cheque(s) be negotiated with the aforementioned 1 (one) day.

Please debit the above account number with the stop payment fee of CI\$20.00 or US\$24.00, or in accordance with your current schedule of fees for this service.

Authorised Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date (dd/mm/yyyy) \_\_\_\_\_

Authorised Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date (dd/mm/yyyy) \_\_\_\_\_

**CANCELLATION:** Please cancel the above instructions and pay the cheque(s) as specified.

Authorised Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date (dd/mm/yyyy) \_\_\_\_\_

Authorised Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date (dd/mm/yyyy) \_\_\_\_\_

#### For Bank Use ONLY

Commission passed:  Yes  No

Received by: \_\_\_\_\_ Date (dd/mm/yyyy): \_\_\_\_\_ Time: \_\_\_\_\_

Input by: \_\_\_\_\_ Date (dd/mm/yyyy): \_\_\_\_\_ Time: \_\_\_\_\_

Checked & Authorised by: \_\_\_\_\_ Date (dd/mm/yyyy): \_\_\_\_\_ Time: \_\_\_\_\_

Information Classification: Confidential