

## STOP PAYMENT ORDER

Please fill out the required information below. Then print, sign and fax, deliver or mail this form to:

Ruby Valley National Bank  
PO Box 587  
Sheridan, MT 59749  
Fax: 406-842-5570

Daytime Phone Number: \_\_\_\_\_

Checking Account Number: \_\_\_\_\_

Check Was Made Out To: \_\_\_\_\_

Date Written: \_\_\_\_/\_\_\_\_/\_\_\_\_ Check Number: \_\_\_\_\_

Amount of Check: \_\_\_\_\_

Stop Payment Requested by: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

- ACH (electronic payment) to following payee: \_\_\_\_\_  
Choose one:  next scheduled payment only  
 all future payments

Stop Payment Fee: \$22.00 per item. The charge for this stop payment order will be debited from your account.

You direct Ruby Valley National Bank to comply with the stop payment order on the item listed above. If the item is a check we must receive this notice so that we have a reasonable time to act upon it prior to our final payment of the check. If the item is an electronic fund transfer, we must receive this notice at least 3 business days preceding the scheduled date for the payment of the item. We cannot stop payment on an electronic fund transfer resulting from a point of sale transaction. We assume no responsibility for honoring this stop payment order if the description of the item that you provided us is inaccurate or incomplete, if the check number is wrong, the dollar amount is off or if you purchase your checks from a vendor not used or approved by us. You will not hold us responsible if that happens.

You agree to hold us harmless from all costs and expenses we incur, including attorney's fees for consultation, at trial, and any appeals due to our refusal to pay the item. You agree not to hold us liable if the item is paid contrary to this order and the payment is due to incorrect information you supplied.

This order and other written orders are valid for 182 days from the date the stop payment is placed and will automatically terminate 182 days from this date unless renewed in writing. If the item is an ACH (electronic) payment, this order and other written orders are valid until you withdraw it and any other written orders.

**IMPORTANT NOTICE:** If you have given us a stop payment order verbally, that stop payment order will be released 14 days from the day we received it unless you complete this form, sign it and return it to us before that date.