

## DIRECT DEPOSIT STOP PAYMENT

**EMPLOYEE NAME**

**COMPANY NUMBER**

**EMPLOYEE NUMBER**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DD NUMBER**

**PAYMENT DATE**

**PAY PERIOD END DATE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REASON**

**AMOUNTS**

Account Closed

159 DD Checking1

\_\_\_\_\_

Garnishment

160 DD Saving1

\_\_\_\_\_

Incorrect AMT

163 DDChecking3

\_\_\_\_\_

LWOP

164 DDSaving3

\_\_\_\_\_

Death

167 DDChecking 2

\_\_\_\_\_

**or**

Other

168 DDSaving2

\_\_\_\_\_

169 DDChecking (Net)

\_\_\_\_\_

170 DDSaving (Net)

\_\_\_\_\_

(provide brief explanation below)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Authorized Agency Signature

Date

**Reserve for DOA Payroll Operations Use:**

Bank Action:

DOA Disposition:

Entered By/Date:

Entered by/Date:

ACH Reversal:

\_\_\_\_\_

Internal

\_\_\_\_\_

or

Returned as:

Date

Rewire

\_\_\_\_\_

Deletion

\_\_\_\_\_

TO:

Reversal

\_\_\_\_\_

ABA#

Account#

Notes:

Report 10/Check

Reference #

\_\_\_\_\_

Released by:

\_\_\_\_\_

Signature/Date