



BAY CITIES CREDIT UNION

ACH STOP PAYMENT FORM

Members may use this form to report unauthorized ACH transactions, stop future payments for a specific debt, or revoke a previously existing authorization. There is a \$20 fee for this service.

Complete the entire form, and then **fax to us at 510-881-8509** or **mail to: Bay Cities Credit Union, PO Box 30, Hayward, CA 94543.**

NAME

MEMBER NUMBER

PHONE NUMBER

BEST TIME TO CALL

By signing this ACH Stop Payment Form, I acknowledge that the transaction(s) noted below were not properly authorized, or that I have revoked a previously existing authorization in writing. (Note: In the case of Authorization Revoked, Bay Cities may request that you provide a copy of the written instructions to the Company, terminating the authorization.)

MEMBER SIGNATURE _____

DATE

You will receive credit for transactions reported within 60 calendar days from date of debit entry. If this request is being presented after the 55th day CALL 510-690-6100 to ensure processing within 60 days.

ACH AUTHORIZATION REVOKED - Stop all Payments (R07)

Stop All Future Payments (Note: The Credit Union cannot guarantee that future ACH debits will not post to your account, as merchants may change their Company ID Numbers.) Member will receive provisional credit for transactions reported within 60 calendar days from date of debit entry.

ACH STOP PAYMENT - One Time Only (R08)

Use this option to stop one future ACH transaction which was previously authorized. **No credit to your account will be made.** (Note: to receive a credit for a past ACH debit, please complete the ACH Authorization Revoked section above.)

CLAIM OF UNAUTHORIZED TRANSACTIONS (R10)

Return the ACH debit listed below. I did not transact business with or authorize this Merchant/Business to debit my account.

This section *must be completed* in order to place any of the ACH Stops listed above. If this is an ACH Stop Payment (R08), place the date of the **next** scheduled ACH debit in the Transaction Date field.

TRANSACTION DATE

DOLLAR AMOUNT

ORIGINATING COMPANY NAME

TRANSACTION DATE

DOLLAR AMOUNT

ORIGINATING COMPANY NAME

TRANSACTION DATE

DOLLAR AMOUNT

ORIGINATING COMPANY NAME

Questions? Call 510-690-6100 or email us at info@baycities.org.

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