

All information is required unless stated.

Stop Payment / Delete Batch File Request
 Submit at least 1 business day before the value date, by 4:30pm

1 What are your account details?

Account name

Account number _____ Currency **SGD**

Contact person *Who to call if different from account name* _____ Contact number _____

2 Who do you want to recall the money from?

- ▶ This request shall be undertaken on a best effort basis
- ▶ Select where applicable

Request type	<input type="checkbox"/> Stop a transaction in a Batch File <small>▶ If more than 1 record, use separate sheet</small>		<input type="checkbox"/> Delete entire Batch File	
Mode of transaction	<input type="checkbox"/> GIRO	<input type="checkbox"/> FAST	<input type="checkbox"/> GIRO	<input type="checkbox"/> FAST
Transaction type	<input type="checkbox"/> Payment	<input type="checkbox"/> Collection	<input type="checkbox"/> Payment	<input type="checkbox"/> Collection
Date of submission	____/____/____		____/____/____	
Value date	____/____/____		____/____/____	
Batch total amount	S\$ _____		S\$ _____	
Batch total count	_____		_____	
Your reference no	_____		_____	
Batch ID	_____		_____	
Payee/Payer bank name	_____		Leave this field blank	
Payee/Payer account number	_____		Leave this field blank	
Payee/Payer account name	_____		Leave this field blank	
Transaction amount	S\$ _____		Leave this field blank	
Revised batch total amount	S\$ _____		Leave this field blank	
Revised batch total count	_____		Leave this field blank	

3 Authorised signature(s)

Signature(s)



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For bank's use

Signature Verified By	Processed By	Date Processed