

Associated Connect[®]

Reference Guide: Creating Stop Payments



Table of Contents

Associated Connect Access	3
Available Services	3
Sign-In and Security	3
Creating a Stop Payment	4
Single Stop Payment.....	5
Multi-Check Stop Payment	7
Stop Pay Dual Authorization.....	9

Associated Connect Access

Associated Connect provides secure, single sign-on access to your business and commercial banking services through AssociatedBank.com/Business or AssociatedBank.com/Commercial.

Available Services

Once signed in, users can access a wide range of online banking functions:

Banking	Account Balances, ACH Origination Check Inquiry, Image Search, Positive Pay, Stop Payments, Transfers and Wire Transfers
Account Summary	View balances and transaction details
Cash Management	Bill Pay*, Cash Ordering, Checkview, FX Manager, Lockbox, Remote Deposit and Trade Services
Transmission and Reporting	Document Center, Export Tools and File Transfer

*Some services within the bill payment service have service charges. Please refer to the Business Fee Schedule or the applicable Checking Product Disclosure for details. (1276)

Sign-In and Security

Access to Associated Connect requires identity verification through one of two methods:

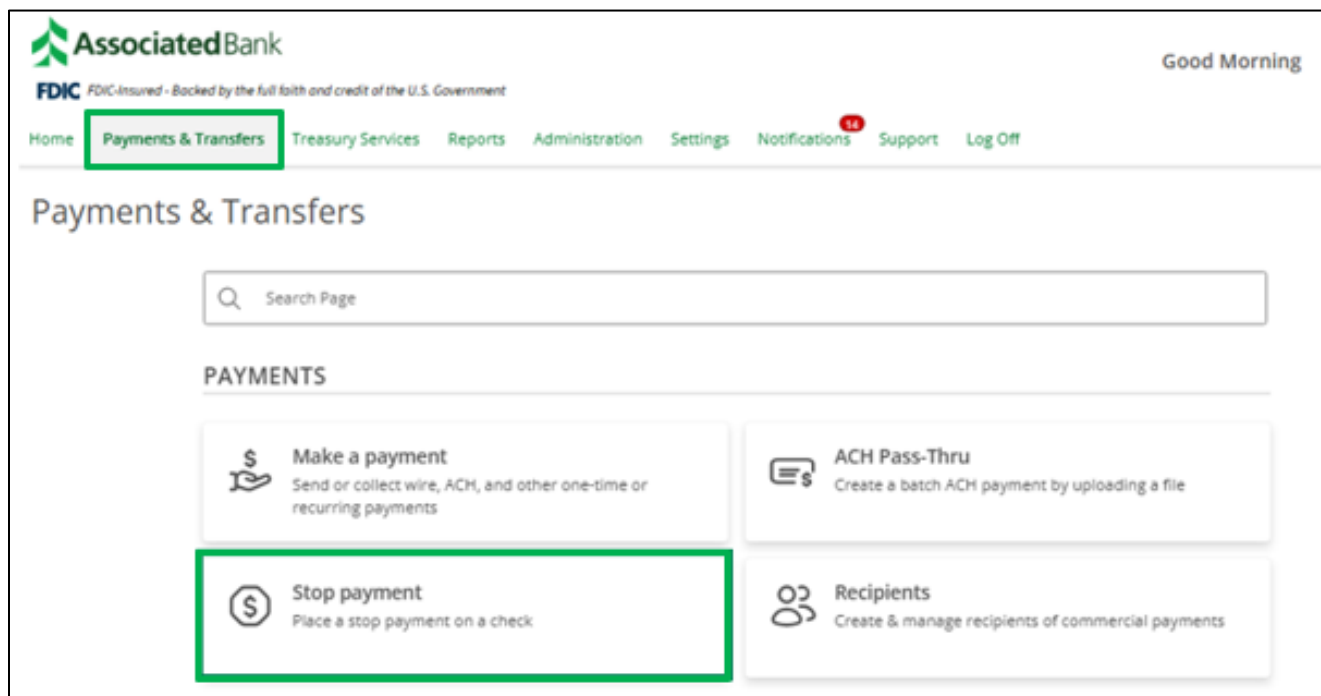
High-Risk Services	• Sign in with your username and password. • Verify identity using multi-factor authentication (MFA) with a unique access code from a mobile or physical token.
Low-Risk Services	• Sign in with your username and password. • Verify identity using a unique access code sent by text message (SMS) to your registered mobile number.

For help with tokens, see the Multi-Factor Authentication and Password Management Guide or contact Customer Care at 800-728-3501.

Associated Bank does not charge a fee to download our digital applications; however, transactional fees may apply. Carrier message and data rates may apply; check your carrier's plan for details. Visit AssociatedBank.com/disclosures for Terms and Conditions for your service. (1406)

Creating a Stop Payment

To put a stop on a check payment, select **Stop Payment** under **Payments** on the **Payments & Transfers** tab.



You'll have the ability to create two stop payment requests:

- **Single Check:** A stop payment issued for one check.
- **Multiple Checks:** A stop payment issued for a range of checks.

Single Stop Payment

To create a single stop payment, select **Single Check**.

Stop Payment

Complete the fields below to make a stop payment request based on known payment information.

Request type

☒ Single Check

☐ Multiple Checks

Account

Select an account

Check number

Check amount (optional)

\$ 0.00

Check date (optional)

Payee name (optional)

Note (optional)

Request stop payment

Enter the details of the check you'd like to be stopped. Select **Request stop payment** when complete.

Note: The stop payment will expire in 6 months. Stop payments will not automatically renew. After 6 months if the stop needs to remain placed on the check item, this process will need to be completed again.

You'll receive confirmation showing your stop payment has been submitted successfully.

Stop Payment Successful

Your request was successful.

Tracking ID 14016

Process On 5/28/2026

Account My nickname

Amount \$0.00

View In Activity Center

Close

The stop can be viewed in **Business transaction activity** under **Transaction Activity** on the **Payments & Transfers** tab.

Home **Payments & Transfers** Treasury Services Reports Administration Settings Notifications ¹⁴ Support Log Off

Payments & Transfers

Search Page

TRANSACTION ACTIVITY


Business transaction activity
 View & manage transactions created in online banking


Wire transaction activity
 Manage wire transfer activity including status updates and wire history

Business transaction activity ?

Single Transactions Recurring Transactions






Search Transactions

Transaction List		
Processed Stop Payment	\$0.00	5/28/2026
Processed Stop Payment	\$0.00	5/28/2026
Drafted Domestic Wire	\$100.00	5/26/2026
Drafted Funds Transfer	\$2.38	5/22/2026
Cancelled Funds Transfer	\$2.38	5/22/2026
Drafted ACH Batch	\$5.00	5/21/2026
Drafted Funds Transfer	\$0.38	5/11/2026
Processed Funds Transfer	\$1.00	5/9/2026
Drafted ACH Batch	\$5.00	4/16/2026
Drafted Domestic Wire	\$10.00	4/16/2026
Drafted ACH Batch	\$5.00	4/16/2026

Credits: [0] \$0.00 | Debits: [0] \$0.00

TRANSACTION DETAILS

STOP PAYMENT

Tracking ID: 14016

Created Date: 5/28/2026

\$0.00

Payment Details

Created By: Demo User

Authorized: 05/28/2026 9:06 AM

Authorized By: Demo User

Process Date: 05/28/2026

From Account: My nickname

Check Number: 472

Transaction Process

Company

Financial Institution






Drafted
 Demo User - 5/28/2026 9:06 AM

Approval(s)
 1. Demo User - 5/28/2026 9:06 AM

Authorized
 5/28/2026 9:06 AM

Processed
 5/28/2026

Multi-Check Stop Payment

To create a stop payment for a range of checks, select **Multiple Checks**.

Stop Payment

Complete the fields below to make a stop payment request based on known payment information.

Request type

☐ Single Check
☒ Multiple Checks

Account

Select an account

Starting check number

Ending check number

Starting date (optional)

Ending date (optional)

Note (optional)

Request stop payment

Enter the details of the range of checks you'd like to be stopped. Select **Request stop payment** when complete.

Note: The stop payment will expire in 6 months. Stop payments will not automatically renew. After 6 months if the stop needs to remain placed on the check item, this process will need to be completed again.

You'll receive confirmation showing your stop payment has been submitted successfully.

Stop Payment Successful

Your request was successful.

Tracking ID 14016

Process On 5/28/2026

Account My nickname

Amount \$0.00

View In Activity Center

Close

The stop can be viewed in **Business transaction activity** under **Transaction Activity** on the **Payments & Transfers** tab.

Home **Payments & Transfers** Treasury Services Reports Administration Settings Notifications ¹⁴ Support Log Off

Payments & Transfers

Search Page

TRANSACTION ACTIVITY


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Single Transactions Recurring Transactions






Search Transactions

Transaction List		
Processed Stop Payment	\$0.00	☐
Processed Stop Payment	\$0.00	☐
Drafted Domestic Wire	\$100.00	☐
Drafted Funds Transfer	\$2.38	☐
Cancelled Funds Transfer	\$2.38	☐
Drafted ACH Batch	\$5.00	☐
Drafted Funds Transfer	\$0.38	☐
Processed Funds Transfer	\$1.00	☐
Drafted ACH Batch	\$5.00	☐
Drafted Domestic Wire	\$10.00	☐
Drafted ACH Batch	\$5.00	☐

Credits: [0] \$0.00 | Debits: [0] \$0.00

TRANSACTION DETAILS

STOP PAYMENT **\$0.00**

Tracking ID: 14015 Created Date: 5/28/2026

Payment Details

Created By Demo User	From Account My nickname
Authorized 05/28/2026 8:56 AM	Total Checks 265
Authorized By Demo User	Start Check Number 236
Process Date 05/28/2026	End Check Number 500

Transaction Process

Company Financial Institution


Drafted
 Demo User - 5/28/2026 8:56 AM

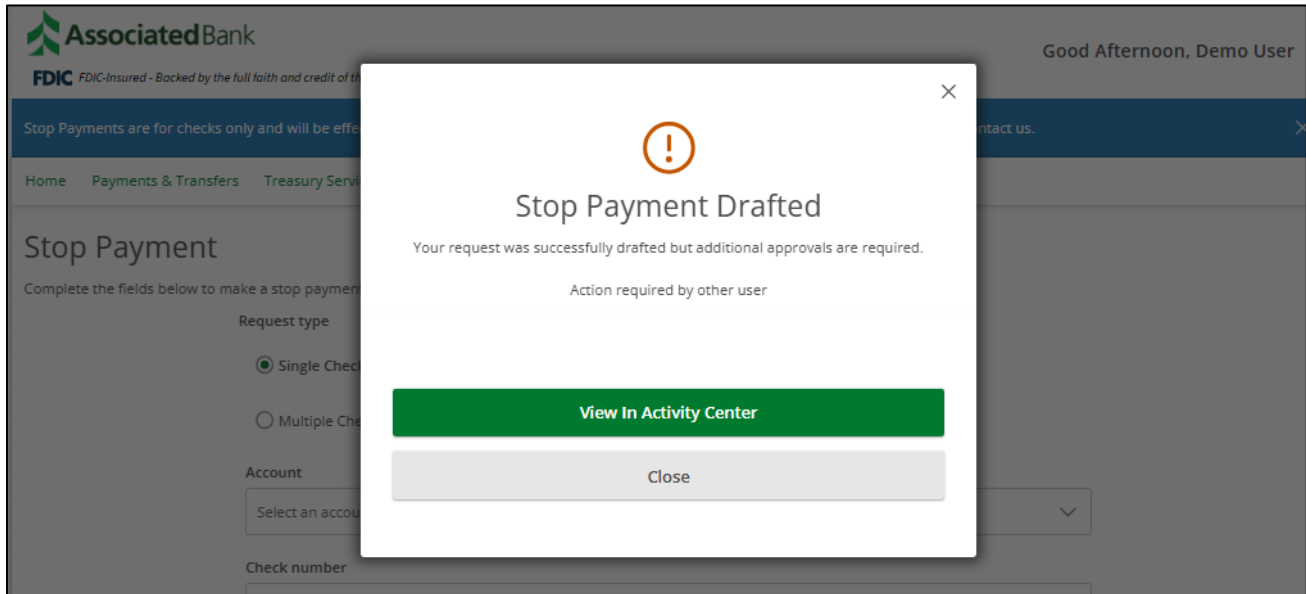

Approval(s)
 1. Demo User - 5/28/2026 8:56 AM


Authorized
 5/28/2026 8:56 AM

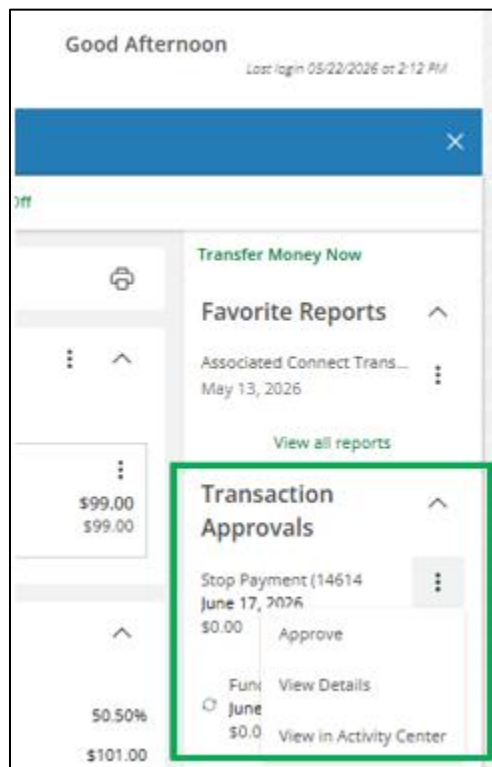

Processed
 5/28/2026

Stop Pay Dual Authorization

When dual authorization is enabled, if creating a single or multiple stop payments, the creator will receive an alert that the stop payment is awaiting a second action.



When signing in as an approver, the stop payment can be approved directly from the homepage under the **Transaction Approvals** dropdown.



It can also be approved within the **Business transaction activity** page.

Business transaction activity ②

Single Transactions Recurring Transactions

🔍 Search Transactions

Created date ▾	Status ▾	Approvals	Transaction Type ▾	Account ▾	Amount ▾	
6/17/2026 3:12 PM	Drafted	0 of 1	Stop Payment Tracking ID: 14614	Official Bank Accounts	\$0.00	⋮
6/17/2026 10:10 AM	Drafted	0 of 1	Payroll Tracking ID: 14606	Official Bank Accounts		⋮
6/17/2026 10:10 AM	Drafted	0 of 1	Payroll Tracking ID: 14605	Official Bank Accounts		⋮
6/17/2026 9:56 AM	Drafted	0 of 1	Funds Transfer Tracking ID: 14604	Official Bank Accounts		⋮

Toggle Details
Approve
 Cancel
 Print Details

When approve is selected, an alert will appear to confirm the approval.



Approve Transaction

Are you sure you want to approve this transaction?

Confirm

Cancel

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