Stop Payments File Layout
Format for NC DST's Core Banking System

Format = Fixed Length **Field Description**	**Length**	**Values**
Account Number	7	Numeric CXXXXXX where C is the check digit.
Check Number	9	Numeric, leading zeros.
Amount 'PIC 9(9)V99'	11	Numeric with decimal point. Left zero filled.
Check Date	6	MMDDYY
Indicator	1	Alpha (S for Stop; R for Revoke)

Notes:
• This format is to be used by those few agencies that have large volumes of stop payments to submit to the State Treasurer, and that utilize the batch transfer feature, instead of the "single item add/delete" feature.
• The stop payment feature should not be used to instruct the NC DST to not honor un-cashed warrants that are being escheated. Instead, the "Positive Pay delete" feature should be used.
• This format is not applicable to those agencies submitting single 'add' and 'delete' requests through the Core Banking System.

Specification Comments:
• All alpha fields are fixed length, right padded with space.
• All numeric fields are zero filled to the left and must contain only numeric values.
• Account number has the check digit as leading digit (i.e., CXXXXXX). This is how the account number appears to the agency.
• Check number (serial number) is a maximum of 9 digits. Any check number less than 9 digits should contain leading zeros.
• Amount is zero filled numeric. The decimal is <u>required</u>.
• The check date is the issue date of the warrant. It has a two-digit year instead of a four-digit year, in the following format: MMDDYY (e.g., 060115 is June 1, 2015).
• Indicator indicates if the record is an 'add' or 'delete.' (S = Stop = Add); (R = Revoke = Delete = Lift)
• Both S and R type records can be contained on the same file.