

To : MUFG Bank, Ltd.
(Incorporated in Japan with limited liability)
致：三菱UFJ銀行

Date
日期：_____

INSTRUCTION TO STOP PAYMENT OF A CHEQUE
停止支票付款指示

Dear Sirs,
敬啟者：

I/We hereby instruct you to stop payment of the below-mentioned cheque drawn on my/our Current A/C with your Bank.
本人/我方特此指示貴行停止支付由本人/我方在貴行的往來戶口開出的下述支票：

A/C No. 戶口號碼:	
A/C Name 戶口名稱:	
Cheque No. 支票號碼:	
Date of the Cheque 支票日期:	
Cheque Amount 支票金額:	
Name of the Payee 收款人姓名:	
Reason for Payment Stopped 停止支付理由:	

I/We shall not hold you responsible whatsoever should the payment of the above-mentioned cheque be made before this instruction has actually been received by you.
如果在貴行接到本指示之前上述支票付款已經完成，本人/我方概不就此向貴行追究責任。

Should this stop order be removed, I/we shall inform you in writing.
本停止支付指示一旦取消，本人/我方將立即以書面通知貴行。

Yours faithfully,
順頌商祺！

Authorized Signature(s) 獲授權簽署
(With registered company chop if any)
(加蓋已登記的公司印章，如有)

(If there is any inconsistency or conflict between the Chinese and English versions, the latter shall prevail.)
(如與英文版本有異，概以英文版本為準。)

FOR BANK USE ONLY (Confidential)

EDP Input	Date	Dept. Head	Manager	Checker	Maker
Encoded					
Released					

Signature Verified	

Telephone Memo Received By:

Remarks: _____