

# Creating an ACH Payment Rule in ACH Positive Pay



1 Click on the ACH positive pay exception.

CHOICE BANK

Welcome Reports Money Movement Account Services Administration

Hi [User]  
Last Login: [Time]

Accounts Summary

Display Options Balances

Checking

Balances as of 02/13/2025

ABA/TRC 9205

Total Selected Checking Balance

Total of Selected Deposit Accounts

Available Balance

\$197,387.26

\$0.00

\$0.00

Exception Decisions

All decisions My decisions

ACH Positive Pay Check

Indicates item waiting for your approval.

Auto decisioning rules apply if not approved by 03:00 PM ET.

+9: [Redacted]

IRS

Unauthorized ACH

\$6,414.27

Approvals

Alerts and Mes

ACH Positive Pay I

02/13/2025 02:04:44 PM

ACH Positive Pay

02/13/2025 06:49:01 AM

ACH Positive Pay I

02/12/2025 02:03:54 PM

ACH Positive Pay

02/12/2025 06:51:46 AM

Positive Pay Excep

02/11/2025 01:53:08 PM

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## 2 Click "Select Decision"

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

**Approve Decision**

Checks that have been converted into an ACH electronic payment display with a check number.

[New Selection](#)

**Exception Details**

Decision:	Select Decision
Account:	
Originator Company:	IRS
Originator Company Id:	
Amount:	\$6,414.27
Check Number:	
Effective Date:	02/12/2025
Reject Reason:	Unauthorized ACH
ACH Entry Class:	CCD
Approval Status:	0 of 1 received

[Transmit](#)

## 3 Click "Pay"

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

**Approve Decision**

Checks that have been converted into an ACH electronic payment display with a check number.

[New Selection](#)

**Exception Details**

Decision:	Select Decision
Account:	
Originator Company:	IRS
Originator Company Id:	
Amount:	\$6,414.27
Check Number:	
Effective Date:	02/12/2025
Reject Reason:	Unauthorized ACH
ACH Entry Class:	CCD
Approval Status:	0 of 1 received

[Transmit](#)

#### 4 Click the pencil and paper icon.

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

Decision

Checks that have been converted into an ACH electronic payment display with a check number.

Decision:

Select Decision  
Pay

☒ Add payment rule for this originating company

Maximum Amount  
No Maximum

ACH Transaction Type  
ALL

Account: IRS  
Originator Company: IRS  
Originator Company Id: \$6,414.27  
Amount: \$6,414.27  
Check Number: 02/12/2025  
Effective Date: Unauthorized ACH  
Reject Reason: CCD  
ACH Entry Class: 0 of 1 received

Questions? We can help! +

#### 5 Click maximum amount to set a specific payment rule.

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

Approve Decision

Checks that have been converted into an ACH electronic payment display with a check number.

New Selection

Exception Details

Decision:

Account: IRS  
Originator Company: IRS  
Originator Company Id: \$6,414.27  
Amount: \$6,414.27  
Check Number: 02/12/2025  
Effective Date: Unauthorized ACH  
Reject Reason: CCD  
ACH Entry Class: 0 of 1 received

Edit Payment Rule Settings

Maximum Amount

☒ No Maximum Amount  
☐ Maximum Amount

Select ACH Transaction Type  
ALL

Save Changes Do not Save Changes

## 6 Enter in a dollar amount.

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

Approve Decision

Checks that have been converted into an ACH electronic payment display

[New Selection](#)

Exception Details

Decision:

Account:

Originator Company:

Originator Company Id:

Amount:

Check Number:

Effective Date:

Reject Reason:

ACH Entry Class:

Approval Status:

30

IR

33

\$6,414.27

02/12/2025

Unauthorized ACH

CCD

0 of 1 received

ACH Transaction Type

ALL

Save Changes Do not Save Changes

## 7 Click "Save Changes"

ACH Positive Pay

Manage Exceptions Exceptions Status Manage Payments Rules Payment Rules

Approve Decision

Checks that have been converted into an ACH electronic payment display

[New Selection](#)

Exception Details

Decision:

Account:

Originator Company:

Originator Company Id:

Amount:

Check Number:

Effective Date:

Reject Reason:

ACH Entry Class:

Approval Status:

30

IR

33

\$6,414.27

02/12/2025

Unauthorized ACH

CCD

0 of 1 received

ACH Transaction Type

ALL

Save Changes Do not Save Changes

Save Changes

Questions? We can help

8

Click "Transmit"

ACH Entry

Manage Exceptions   Exceptions Status   Manage Payments Rules   Payment Rules

### Approve Decision

Checks that have been converted into an ACH electronic payment display with a check number.

[New Selection](#)

#### Exception Details

Decision:

Select Decision  
Pay

☒ Add payment rule for this originating company

Maximum Amount	ACH Transaction Type
\$200.00	ALL

Account:

Originator Company:

Originator Company Id:

Amount:

Check Number:

Effective Date:

Reject Reason:

ACH Entry Class:

Approval Status:

IRS

02/12/2025

Unauthorized ACH

CCD

0 of 1 received

Transmit

Transmit

Questions? We can help