

These simple hints will assist you in a successful enrollment.

**For the security of our customers,
after 3 failed attempts to enroll, or log on
the account access will be automatically blocked for 24 hours.**

Enrollment in On-Line Banking will give you immediate access to your accounts.

Enrollment in On-Line BillPay will take up to 72 hours.

You will be notified by e-mail when access is granted.

The following applies to On-Line Banking and Bill Pay enrollment.

Input your **Name** as it appears on your statement.

Do not use punctuation such as hyphens (-) or apostrophes (').

CORRECT: OMalley Smith

WRONG: O'Malley-Smith

The **Social Security Number** must match the one on your statement.

Do not include spaces or dashes when entering your social.

CORRECT: 123456789

WRONG: 123-45-6789

Use any **account number** from your statement.

The account number must be 10 digits including the leading zero(s).

Do not include spaces or dashes when entering account number.

CORRECT: 0012345678

WRONG: 001-2345678

The **User ID** is the name you choose to log on with.

User ID needs to be at least 6 characters.

Do not include punctuation or spaces in User ID.

The **Password** is private.

Password needs to be at least 6 characters.

Password must be a mix of letters and numbers.

Do not include punctuation or spaces in Password.

Bill Pay password will be a temporary one. You will be instructed to change it the first time you log on.

ID and Password are case sensitive, so remember what you've capped when you log on.

Bill Pay is only available with an active checking account.

At the bottom of the BillPay enrollment, you will be asked to select a product from a drawdown menu.

Your Bill Pay options are:

Classic Bill Pay is a free service.
Pays from only one checking account.
Allows up to 15 free payments per month.
Additional payments are 25¢ each.

Bill Pay Plus is \$6 per month flat fee.
Pays from multiple checking accounts.
Allows up to 30 free payments per month.
Additional payments are 25¢ each.