



# Company Electronic Banking Profile

Business Name: \_\_\_\_\_

Name of Owner/Manager: \_\_\_\_\_

Tax ID #: \_\_\_\_\_ Company Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Type of Entity:  Corp  LLC  Non-Profit  Sole Proprietorship  Partnership  Other: \_\_\_\_\_

ONLINE BANKING (sole proprietorships and unincorporated non-profit organizations) Please complete and attach Business Online Banking User Information form for each user. **Please note users must be authorized signers on the account.**

DIGITAL ONE BUSINESS (Corporations, Partnerships and LLCs) Please complete and attach Digital One Business Company Set Up Information form. *(Some services, such as ACH and Positive Pay, require separate agreements before service is enabled.)* **Please note that primary user must be an authorized signer on the account.**

**Exceptions:**

Customer will use with Quicken or Quickbooks

*(If yes, use Online Banking User Information form, regardless of entity type)*

\_\_\_\_\_  
Signature of Owner/Authorized Signer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**FOR INTERNAL USE ONLY**

Please attach copy of corporate resolutions and signature cards for all deposit accounts to be enrolled in Electronic Banking

All required CIP information has been submitted  Yes  No

*(If no, please make customer aware that online access will not be granted until all documentation is received, approved and verified.)*

Branch \_\_\_\_\_ Employee \_\_\_\_\_ Date \_\_\_\_\_

**Account Setup**

Employee \_\_\_\_\_ Date \_\_\_\_\_



## Digital One Business Company Information

Business Name: \_\_\_\_\_

Name of Primary User \_\_\_\_\_ User's SSN: \_\_\_\_\_

*(A primary user is entitled to all services and all accounts associated with those services and is the default administrator. Administrators can establish or modify login credentials, passwords, account entitlements, transaction limits, approvals, etc. for other users. You may have multiple administrators, but each company may have only one primary user. The primary user must be an authorized signer on the account(s).)*

User's Email: \_\_\_\_\_

Work telephone: \_\_\_\_\_ Alternate phone \_\_\_\_\_

Preferred User ID: \_\_\_\_\_ Date of Birth \_\_\_\_\_

### Deposit Accounts

Account Number:		Type of Account	
	Access	\$ Limit	Transaction Approval Required
Account Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No		N/A
eStatements	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Loan Payments	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Stop Payment	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Account Number:		Type of Account	
	Access	\$ Limit	Transaction Approval Required
Account Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No		N/A
eStatements	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Loan Payments	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Stop Payment	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Account Number:		Type of Account	
	Access	\$ Limit	Transaction Approval Required
Account Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No		N/A
eStatements	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Loan Payments	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Stop Payment	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A

\* ACH and Positive Pay authorizations must be established in separate product agreements.

<b>Account Number:</b>			<input type="checkbox"/> <b>View Only</b>
	<b>Access</b>	<b>\$ Limit</b>	<b>Transaction Approval</b>
Account Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No		N/A
eStatements	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Loan Payments	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Stop Payment	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A

<b>Account Number:</b>			<input type="checkbox"/> <b>View Only</b>
	<b>Access</b>	<b>\$ Limit</b>	<b>Transaction Approval</b>
Account Transfers	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bill Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No		N/A
eStatements	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A
Loan Payments	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Stop Payment	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A	N/A

**Loan Accounts**

<b>Account Number</b>	<b>Access</b>	<b>Payments</b>	<b>Advances</b>	<b>Approval Required</b>
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

\_\_\_\_\_  
Signature of Primary User

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Authorized Signer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**INTERNAL USE ONLY**

**Account Setup**

Employee \_\_\_\_\_ Date \_\_\_\_\_

Date of welcome email: \_\_\_\_\_ Company ID \_\_\_\_\_