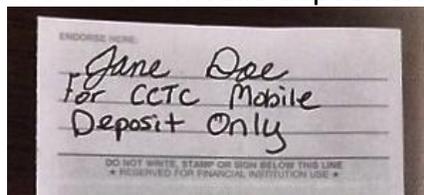


Mobile Deposit Tips & FAQ

- Before logging into the Mobile Deposit app, close all other apps running in the background on your mobile phone.
- Sign/Endorse the back of your check, and label it “For CCTC Mobile Deposit Only.”
- When prompted for the amount, carefully enter the check amount to ensure it matches the amount written on your check.
- Flatten folded or crumpled checks before taking your photos.
- Remove any perforated portion of the check e.g. paystub info etc.
- Keep the check within the view finder on the camera screen when capturing your photos.
- Try not to get too much of the areas surrounding the check.
- Take the photos of your check in a well-lit area.
- Place the check on solid dark background before taking the photo of it.
- Keep your phone flat and steady above the check when taking your photos.
- Hold the camera as square to the check as possible to reduce corner to corner skew.
- Make sure that the entire check image is visible and in focus before submitting your deposit.
- No shadows across the check.
- All four corners are visible.
- Check is not blurry.
- The MICR line (numbers on the bottom of your check) is readable.

Items that can be deposited:

Checks made payable to the account owner or joint owners that have been properly endorsed with “For CCTC mobile deposit only” and the owner's signature.



Example:

Items that cannot be deposited:

- No foreign checks
- No Bonds
- No 3rd party checks
- No returned or re-deposited items
- No rebate checks

May not be able to image Money orders other than Western Union. Note: Cutoff time for submitting deposits is 3:00 p.m. Central Time (M-F) Message and data rates may apply. Please check with your communications service provider for access rates, texting charges, and other applicable fees.