

MOBILE DEPOSIT

Enrollment Instructions

Launch your **Mobile App**.

Under **Services** select **Mobile Deposit**.

Complete **User Registration**.



The screenshot shows a mobile application interface for "Mobile Deposit" with a "User Registration" form. The form includes four input fields: "First Name", "Last Name", "Email", and "Confirm Email". At the bottom of the screen, there are two buttons: "Cancel" and "Continue".

You will receive a confirmation message showing you are now pending enrollment for Mobile Deposit



The screenshot shows a confirmation message with a dark blue header. The header contains a hamburger menu icon on the left and a "Log Out" button with a power icon on the right. The main content area is white and contains the following text:

Registration Submitted

Thank you for registering for Mobile Deposit. Please allow 1 business day for review and approval. Please contact your local branch for further assistance.

Mobile Deposit Capture

NBT has enabled access to use Mobile Deposit Capture (MDC), which allows you to use a mobile device to capture images for deposits anywhere, at any time. Use the following steps to become acquainted with the functionality behind mobile deposit.

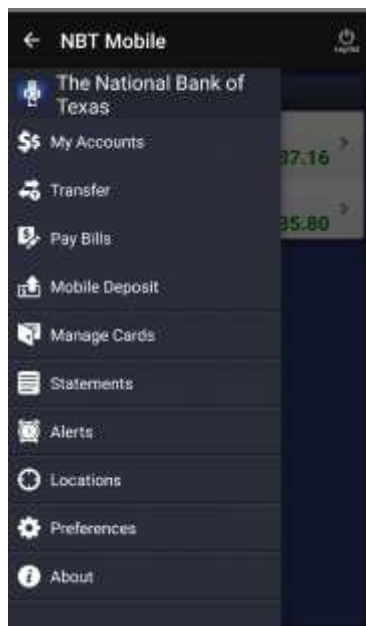
If you have not received a username and password for mobile banking, please contact your local branch for assistance. Review Terms and Conditions after you have been approved.

NOTE: Your menu options may differ slightly from those pictured throughout this document.

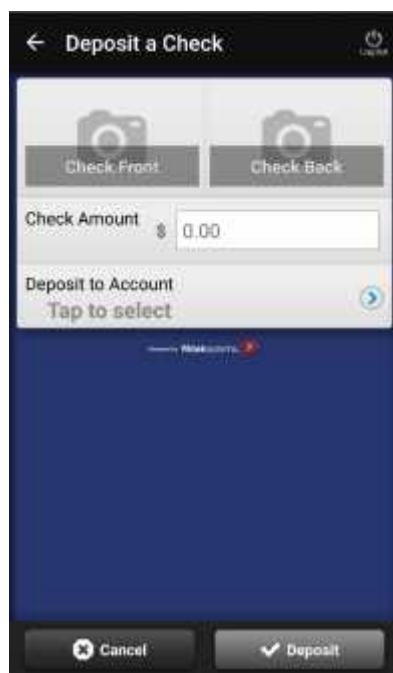
Endorse check with your name and "For Deposit Only" Acct #

Funds are made available next business day.

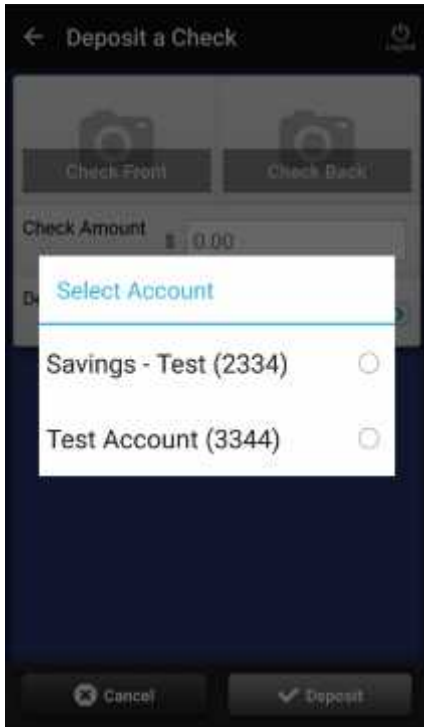
Making a Deposit



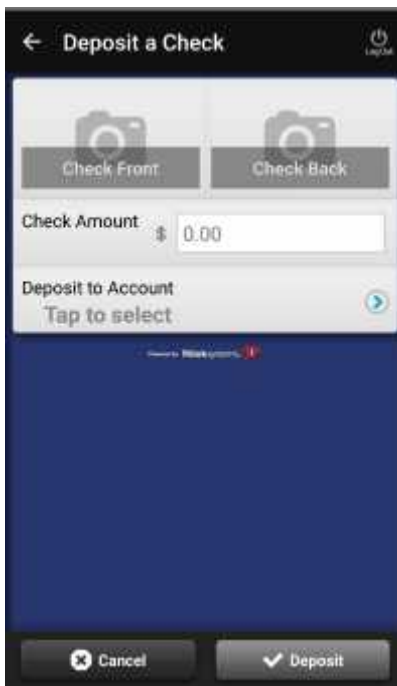
1. From the home page, select **Mobile Deposit**.



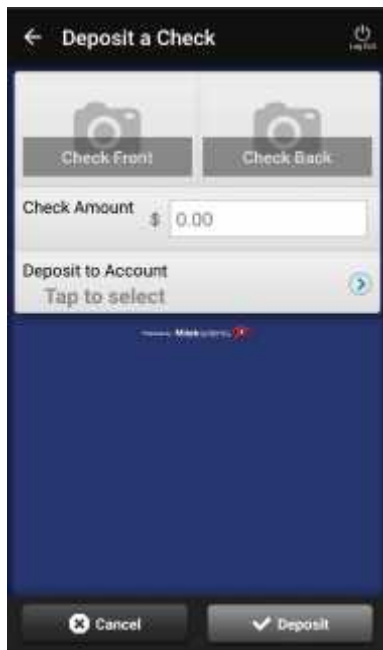
2. Choose **Deposit a Check**. The deposit page appears.



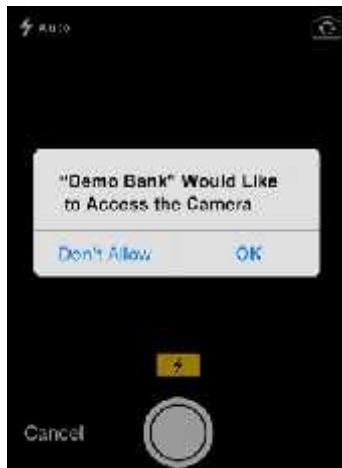
3. From the **Select Account** menu, designate in which account this deposit will be made and press **Done**.



4. From the deposit page, in the **Enter Amount** field, enter the numerical value of the check you wish to deposit (only one check may be deposited at a time), and select Done.



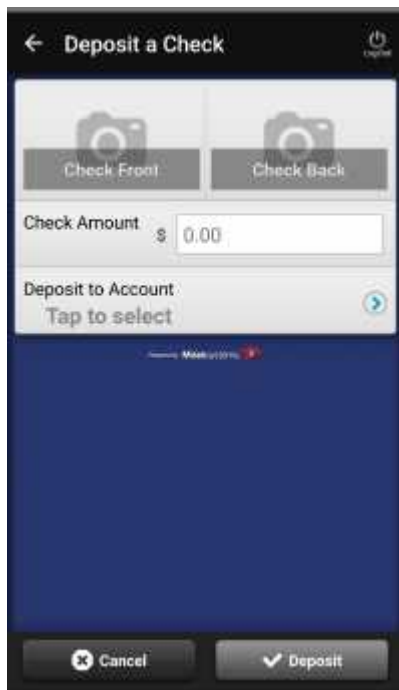
5. From the **Deposit** page, select the **Check Front** option to begin capturing an image of the front of the check for deposit. The mobile device may ask you to confirm the RDA application to access the device's camera functionality. Select OK to continue.



6. Take a picture of the front side of the check. Use the following guidelines to ensure your picture will be captured and read correctly.
 - Make sure there is sufficient lighting.
 - Place the check in front of a dark background.
 - Ensure all edges of the check are visible in the picture.
 - Avoid blurry images.

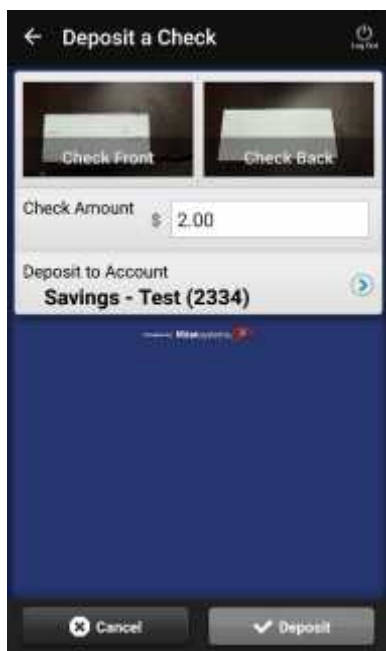


Once you have your photo, select **Use Photo** to continue.



7. From the **Deposit** page, select **Check Back** to take a picture of the back side of the check using the same guidelines for a good image.

Once you have your photo, select **Use Photo** to continue.



8. From the Deposit page, select **Deposit** to generate the deposit.



Reviewing a Deposit

Once you have made a deposit, you can opt to review its details.



2. The **Review** page appears with deposits made within the last 5 days. A green check icon next to a deposit entry indicates the deposit was made successfully. A red "x" icon next to a deposit entry indicates the deposit was unsuccessful. No icon indicates that the deposit has not yet been processed. Select a deposit to view more details.