

Existing New to Bank

Company Name

Street Address

City, State, Zip Code

Address of scanner location if different from the business address

Nature of Business

How long has the business been in operation?

BUSINESS INFORMATION

BUSINESS DDA

Primary Checking Account#	Date Opened	Current Balance	Balance as of	Anticipated Balance
		\$	\$	\$

BUSINESS LOANS

Account #	Type	Original Amount	Current Balance	Average Balance
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$

OWNERS PERSONAL INFORMATION

Checking/Loan Account #	Type	Date Opened	Original Amount	Current Balance
			\$	\$
			\$	\$
			\$	\$
			\$	\$

eDeposit Xpress Anticipated Activity

Type of checks to be processed (i.e., Personal, Money Orders, 3rd Party, etc.)

Average # of Checks processed daily

Range of dollar amount per check \$ to \$

Average of Returned Items per Month

Average total daily deposit amount \$

Approximate time images will be transmitted (Note: Processed by 5:00PM for same day credit)

**eDEPOSIT XPress™ and Merchant Research
MERCHANT AND USER PROFILE**

All users listed below must have access to our **Online Banking (Cash Management) Product**. The appointed Cash Management administrator must create a user name the same as is listed on this form. The user profile must include access to **“Remote Deposit”** and **“Merchant Research.”**

Company Name

Site Name

IMPORTANT USER INFORMATION

Each user login will be the first initial of your first name, followed by your full last name (i.e., msmith) unless otherwise noted. Users will have access to all of the above listed accounts unless otherwise specified.

USER #1 Remote Deposit Merchant Research

Full Name

Company Title (job description)

User Login for Cash Management

Email Address

Special Instructions for this user

USER #2 Remote Deposit Merchant Research

Full Name

Company Title (job description)

User Login for Cash Management

Email Address

Special Instructions for this user

USER #3 Remote Deposit Merchant Research

Full Name

Company Title (job description)

User Login for Cash Management

Email Address

Special Instructions for this user

USER #4 Remote Deposit Merchant Research

Full Name

Company Title (job description)

User Login for Cash Management

Email Address

Special Instructions for this user

Authorized Signature [X _____]

Columbia Bank Representative [X _____]

ACCOUNT INFORMATION

Please list only the business accounts that you would like remote deposit access to:

Account Number

Account Name (include DBA, T/A names on the account

Are you currently enrolled in an existing Remote Deposit Service at another financial institution?

Yes

No

BUSINESS CONTACTS

OWNERS

Owner's Name	Title	Telephone Number	Email Address
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AUTHORIZED SIGNERS OTHER THAN OWNER

Contact's Name	Title	Telephone Number	Email Address
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[X _____] [X _____]

Authorized Signature

Authorized Signer

Date:

Date:

BANK USE ONLY

Comments:

Accepted for Columbia Bank By:

Authorized By:

RR Assessment Reviewed By:

eDeposit XPress™ Computer Requirements and Specifications

Merchant Name

Site Name

THE PC TO WHICH YOUR SCANNER WILL BE CONNECTED MUST ADHERE TO THE FOLLOWING REQUIREMENTS AND SPECIFICATIONS:

Operating System must be Windows Professional = 7, 8 or 10. Not compatible with MAC OS.

Users must have administrative rights to install / re-install drivers.

Computer must be connected to the Internet.

Secure Port 443 will need to allow the application exe. That will reside in your C:\remote folder to reach our site thru your firewall.

The information show above is correct and the scanner will remain on the computer described above. A Columbia Bank Representative reserves the right to return and confirm this information in the future.

Account Principal Name

Account Principal Signature [X _____] Date: