

BANK

How do I enroll in the new online banking platform as a sub-user?

1. The sub-user will receive an email titled “Welcome to Bank3” stating the business has invited you to join Digital Banking at Bank3. **Click the link in the email to join.**

Welcome to Bank3



[If there are problems with how this message is displayed, click here to view it in a web browser.](#)

Hi Karen!

The [REDACTED] has invited you to join Digital Banking at Bank3. You can join via the link below.

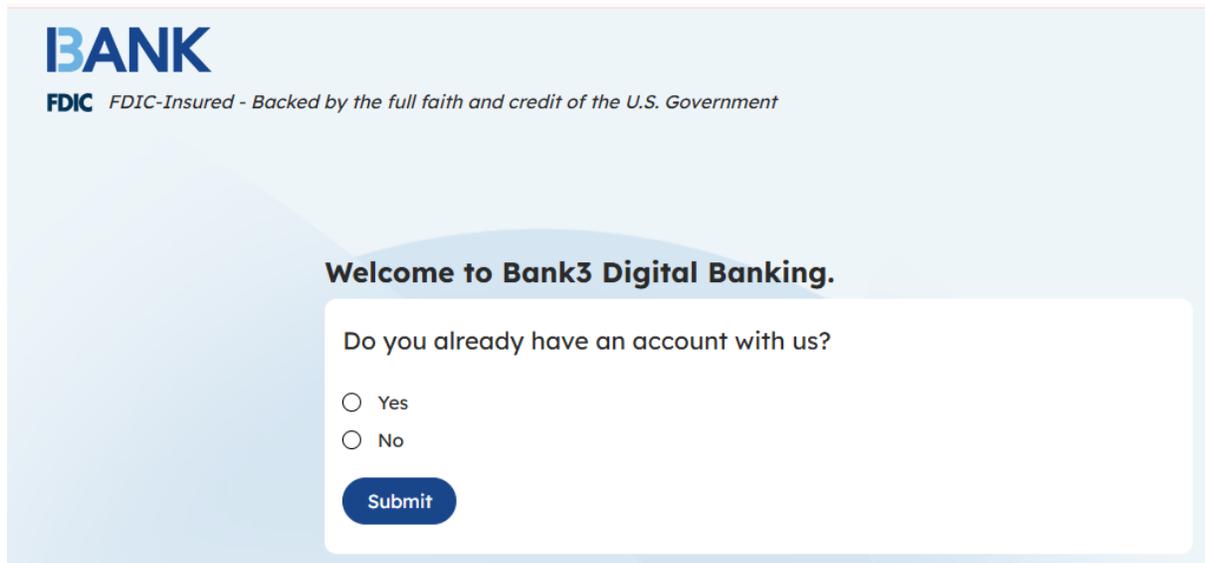
[Join Business](#) 

Not sure what this is?

Your email address may have been entered by mistake. You can ignore or delete this email, and nothing further will happen.

If you have any questions or need help, please contact **(833) 623-2265**.

2. You will be presented with the question “Do you already have an account with us?”
 - If you are a sub-user with no other personal/business accounts with Bank3, you will answer “No” and submit.
 - If you are a sub-user with other personal/business accounts with Bank3, you will answer “Yes” and submit.



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Welcome to Bank3 Digital Banking.

Do you already have an account with us?

Yes

No

Submit

3. If you answer “No,” you will be presented with the Bank3 Digital Business Banking – Terms of Service. Read through the terms, select “I consent to electronic document delivery and the terms and conditions for Digital Banking Services and click Next.

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Enroll into Digital Business Banking Already enrolled? Log in

Terms and Conditions

Bank3 Digital Banking - Terms of Service

I. GENERAL This Banking Online Agreement (the "Agreement") governs your use of Bank3's Digital Banking (the "Service") available to you online, by mobile phone, or through other supported wireless devices. By subscribing to or using the Service, you confirm that you have followed the online instructions for accessing the Service and agree to be bound by all the terms of this Agreement. Please read this Agreement carefully and keep a copy for your records. If you are using the Service on behalf of a company or organization, that entity will also be considered a party to this Agreement, and you represent and warrant that you have the authority to bind it to this Agreement. In this Agreement, "you" or "your" refers to the person(s) subscribing to or using the Service; "we," "us," or "our" means Bank3 and any agent, independent contractor, designee, or assignee involved in providing the Service at Bank3's sole discretion.

A. The Service. This Agreement applies whether you access your accounts through the internet, a mobile device, or other software. Additional terms and conditions that apply to the Mobile Banking services we may provide are described in Section IV of this Agreement. You can check the balance in your

I consent to electronic document delivery and the terms and conditions for Digital Banking Services.

Next

4. First, you will need to create an account. Enter a username and password.

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Enroll into Digital Business Banking

Create your account Identity verification Authentication Success

You are member of The [redacted] Digital Banking.

You can change this in the User ID and Password section once you have enrolled.

Please enter a username and password.

Username
K [redacted]
Available

Enter Password

Confirm password

User ID Requirements:

- User ID is case insensitive.
- User ID must be 6-32 characters long.
- Characters allowed include alphabets, numbers, and following special characters only: ! @ \$ % ^ & *) (_ + =

Password Requirements:

- Must be between 8 and 32 characters in length.
- Must contain at least one uppercase and one lowercase letter.
- Must contain at least 2 characters to be special characters or numbers or a combination of both.
- May contain: !@#\$%&()*+<=>?/{}|_~`-[]

Next

5. Enter your mobile number to receive one-time-passcodes (OTP) and text messages. Enter an email address and select how you would like to receive your OTP (via text message, voice call, or email) and click Next.

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Enroll into Digital Business Banking

Create your account Identity verification Authentication Success

For future verification, you can choose to receive One-Time-Passcodes (OTPs) via multiple channels.

1. Please select **one** mobile number where you would like to receive **Text Messages**:

9**-***-**00 (Cellular)

2. Please select **all** mobile numbers where you would like to receive **Voice Calls**:

9**-***-**00 (Cellular)

3. Please select **one** email address where you would like to receive **Email Messages**:

k*****t@b****.com

Default destination for One-Time-Passcode (OTP)

From your selections above, please identify **one** contact as a **default** destination for OTPs:

Text Message

Voice Call

Email

Clear All

6. To validate both the phone number and email address, you will be asked to enter an OTP for both. Going forward, you will only receive an OTP via your default selection.

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Enroll into Digital Business Banking

Create your account Identity verification **Authentication** Success

Verification
A One-Time Passcode (OTP) has been sent to phone and email

Enter code sent on 9**-***-**00

Enter code sent on k*****1@b****.com

Submit

7. Success, you have been enrolled in digital business banking and can now log in with the username and password you set up in step number four (4).

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Enroll into Digital Business Banking

Create your account Identity verification Authentication **Success**

Congratulations!
You have been enrolled into digital banking

Login