Business Online Banking Application and Maintenance Request

☐ New Online Banking Access Service ☐ Change Service ☐ Delete Service

☐ Service Level 1 (Basic) ☐ Service Level 2 ☐ Service Level 3	ACH, Wire, and Remote Deposit are available with Level 2 and 3. Please contact your local branch for pricing and details. **Bill Pay – This permits access for one user**.

Company Information – **Business Resolution is required for each BOB application request.**

Company Name: _____ Tax ID: _____

Street Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Contact: _____

Title: _____ Primary Checking account #: _____

Billing Account for Service Levels 2 or 3: _____

Online User Information – **All fields are required.**

Full Name: _____ **Access Level**: ☐ View Only OR ☐ Full Access

DOB: _____ Keyword: _____

Email Address: _____ Last 4 of SSN#: _____

Security Access Code (SAC): Mobile Phone: _____ Business Phone: _____

Accounts   ☐ Change   ☐ Add   ☐ Delete

Access to Account #(s): _____

User Access Rights: ☐ Transfer Funds ☐ Stop Payments ☐ Order Checks ☐ Bill Pay

*Access Rights Available at Service Levels 2 or 3 Only (Pre-Approval is Required)
☐ *Remote Deposit   ☐ * ACH Origination   ☐ *Wire Transfer Origination

Notes/Other Maintenance – **Detailed Information Required:**

_____
_____
_____

**Login codes are individually assigned to each online user. Codes are not transferable and must not be shared.

I attest that the information contained in this form is accurate.

Signature: _____ Date: _____

Printed Name: _____

Back Office Use Only

Date Received:		Date Setup Completed & By:	
Date Emails Sent:		Setup Reviewed By:	
Access Key Code:		Business Group:	
BOC confirmed:		Notes:	