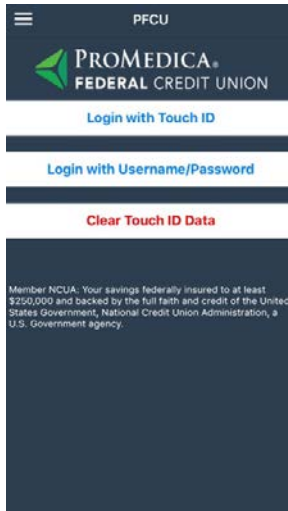
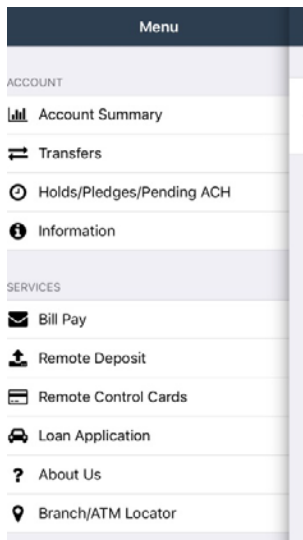


PFCU Remote Deposit Capture (RDC) Instructions

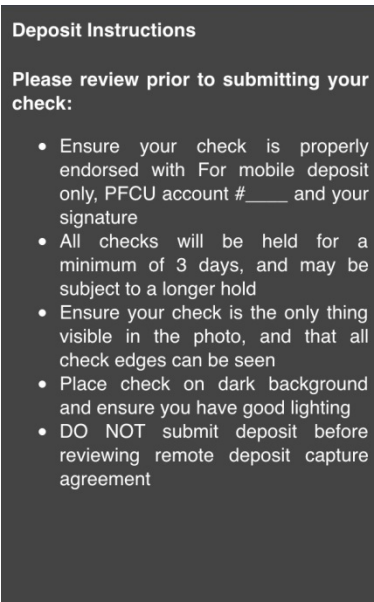
You now have the ability to deposit checks remotely with your smart phone or tablet via PFCU's Mobile App!



- If you are a PFCU online banking user, simply download our mobile app from the Apple App Store® or Google Play Store®
- You must be enrolled in online banking before accessing our Mobile App. If you are not enrolled in online banking, please contact us to be set-up. We will walk you through the process.



- Go to the main menu (tap the three lines on the top left hand corner), the main “Menu” will appear.
- Tap “Remote Deposit”



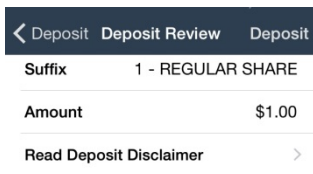
- This screen will appear
- The check **MUST** be properly endorsed with “**For Mobile deposit only. PFCU account #_____ and your signature**”
- Please review thoroughly and touch “Got It”

Got It!

- Under Suffix, select which account you would like the check deposited into (If you have multiple checks, you must remote deposit them individually)
- Select either Personal or Business check
- Enter the exact amount
- Touch “Take Picture” of Check Front
- **Note: We do not accept checks drawn on ProMedica Federal Credit Union**

1. Take a picture of the front of the check
2. Ensure your check is the only thing visible in the photo and that all check edges can be seen
3. Place check on a dark background ensuring you have good lighting
4. Place phone/camera in the “bird’s eye” position over top of the check not at an angle.
5. Take the check picture
6. If satisfied with image, touch “Use”, if not, touch “Retake”
7. Touch “Take Picture” of Check Back
8. Repeat steps 2-6
9. Touch “Next”

- Both front and back check images will appear
- Touch “Next”

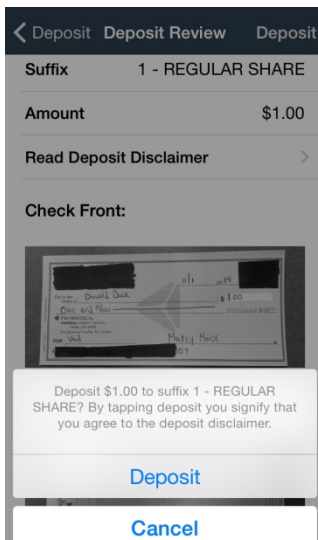


- Touch “Read Deposit Disclaimer”
- Touch “Deposit”

Check Front:



Check Back:



- Pop up will read Deposit \$X.XX to Suffix X – Title of Account? By tapping deposit you signify that you agree to the deposit disclaimer.
- Tap “Deposit”
- Your check for \$X.XX has been approved for deposit! Please return to your account summary to see your new balances. Touch “Ok”
 - **Although the first \$200 deposited daily may be immediately available, all Remote Check Deposits are verified and may be placed on hold for up to 7 days. Most checks that are rejected are due to image quality and incorrect endorsement. Please check back in one business day to confirm the check was accepted.**
 - Wireless carrier fees may apply. Requires at least a 2-megapixel camera. This feature is not available on the PFCU's Mobile Website and select mobile devices.

If you have any further questions about this feature, please contact PFCU directly at 419-479-4040