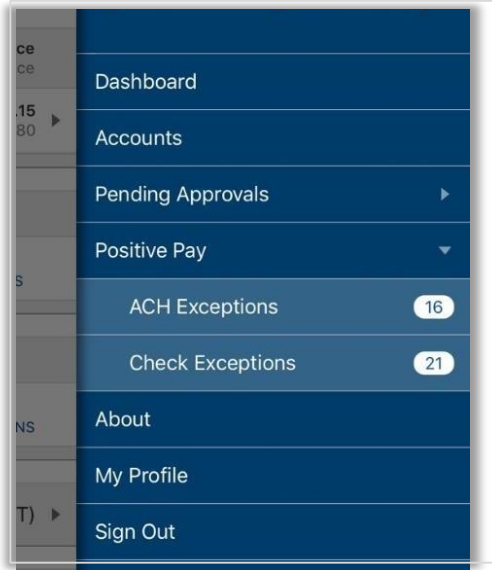
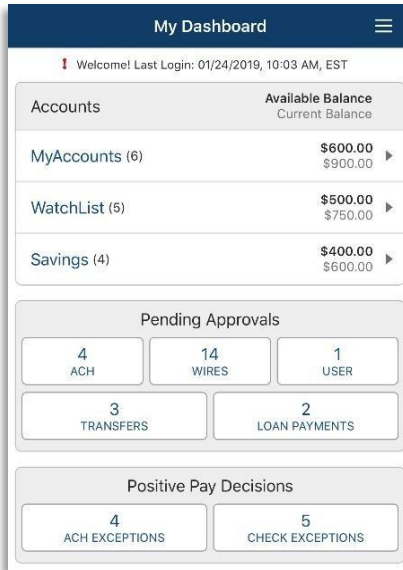
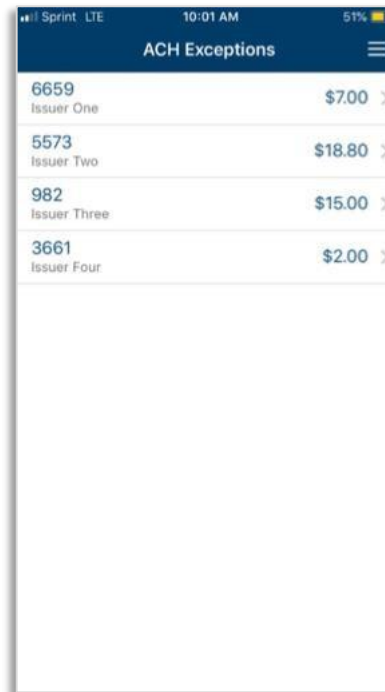


The Positive Pay feature within the Treasury mobile app allows users to pay or return ACH and check exceptions and to view essential details for these items while on the go.

DASHBOARD & FLY OUT MENU



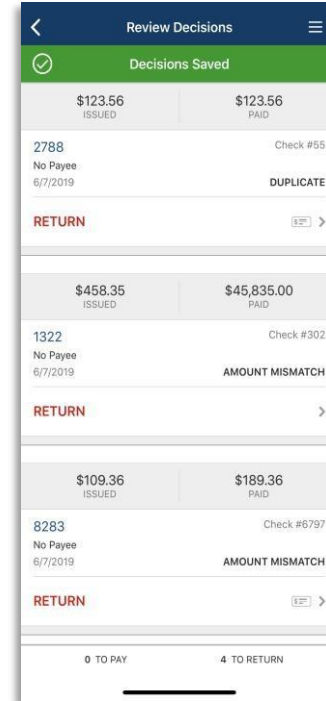
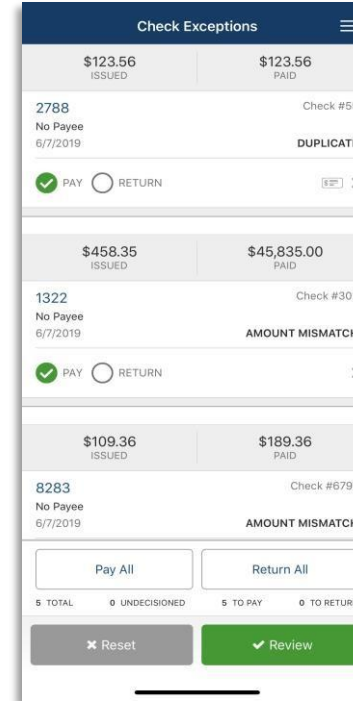
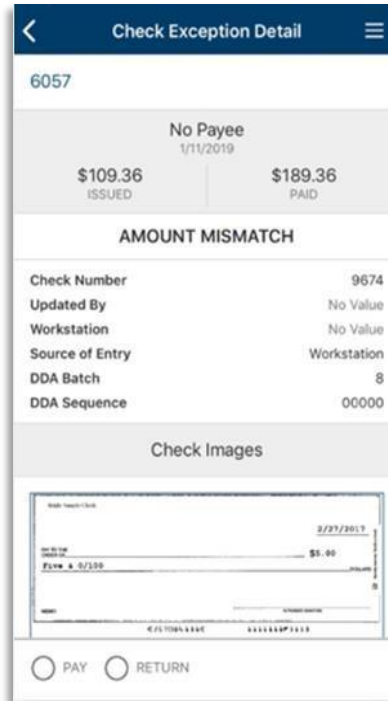
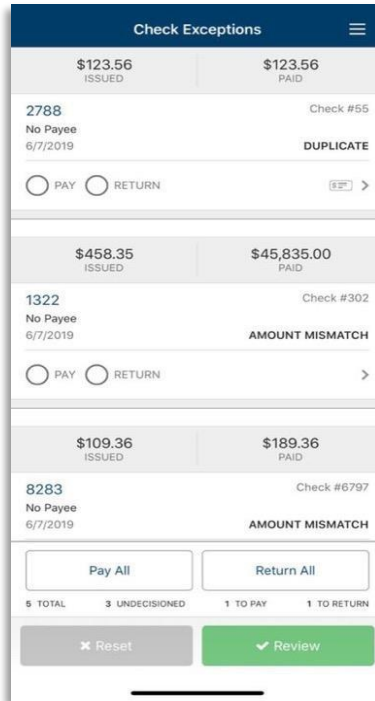
DECISIONING ACH EXCEPTIONS



- View counters for ACH and check exceptions under the Positive Pay Decisions section of the dashboard.
- To view ACH and check exceptions cut-off times, select the arrow within the Cut-Off Times section of the dashboard.
- Select ACH Exceptions or Check Exceptions from either the dashboard or the fly out menu to view a list of exceptions for that payment type.

- Navigate to the ACH Exceptions screen from the dashboard or fly out menu.
- The account number, issuer, and dollar amount will be displayed for each item.
- Select an individual item to view the details for that item.
- On the ACH Exception Detail screen, select the Return or Pay option.
- The item will be removed from the ACH Exceptions screen once it is paid or returned.

DECISIONING CHECK EXCEPTIONS



- Navigate to the Check Exceptions screen from the dashboard or fly out menu.
- Exceptions will be displayed in the following order: undecided items, items already selected as paid, items already selected as return. Items in each section are listed in ascending check number order.
- A bar counter at the bottom of the screen keeps a running tally of items to decision, items to pay, items to return, and the total number of items.
- Option of Pay All and Return All displays, along with a counter of Total, Undecided, To Pay and To Return items.
- To view details for a particular item, including the check image, select the > option.

- To work an item(s) the following options are available – Pay All, Return All or select Pay/Return on the desired individual item(s), then select Review.
- Review your decisions on the next screen, then select Confirm to confirm them.

Tips for Decisioning Items

- › If the cut off time has passed, the Pay/Return options will be grayed out on the corresponding screen(s).