



Consumer customers complete the fields in the Registration Form

**Business account customer please see instructions on page two.**

This includes creating their Username and Password.

Personal Information includes the customer's name, date of birth, mothers maiden name and social security number.

Contact Information includes the customer's address, email address and phone numbers.

A Digital Banking employee reviews this information and compares it to the customer's records.

If all of the information matches, the customer's registration is approved.

The customer will receive an email informing them that they may access their OLB after end of day processing. This is typically between 7pm-8pm EST.

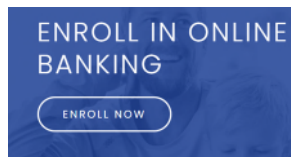
If the information does not match, the registration is declined. The customer will receive an email informing them that something did not match on their registration and to contact their local branch or call 1-888-869-2739 ext. 652

## Apex Bank Online Banking and Bill Pay Enrollment

Customers enroll in Online Banking by going to the Apex Bank website at apexbank.com and clicking the Enroll Now button.

3 Banking Registration Form is displayed.

Customers complete this registration, acknowledge that they have read the Terms and Conditions and click Complete Sign up.



### Consumer Customer Registration

Create Login	
Username	
<input type="text"/>	
Password	Retype Password
<input type="text"/>	<input type="text"/>
<a href="#">SHOW</a>	<a href="#">SHOW</a>
First Name	
<input type="text"/>	
Last Name	
<input type="text"/>	
Date of Birth	
<input type="text"/>	
Mother's Maiden Name	
<input type="text"/>	
SSN	
<input type="text"/>	
<a href="#">SHOW</a>	

Street Address	
<input type="text" value="Street Address"/>	
Country	
<input type="text" value="Country"/>	
State	
<input type="text" value="State"/>	
City	
<input type="text" value="City"/>	
Zip Code	
<input type="text" value="Zip Code"/>	
Email	
<input type="text" value="Email"/>	
Home Phone	
<input type="text" value="Ext."/>	<input type="text" value="Home Phone"/>
Cell Phone	
<input type="text" value="Ext."/>	<input type="text" value="Cell Phone"/>

**Business Customer Registration**

First Name
<input type="text" value="ABC Construction"/>
Last Name
<input type="text" value="Company"/>

There is not a separate registration for business customers. The customer will need to complete the consumer registration by adding the business name in the first and last name fields. Example: ABC Construction Company-

Date of Birth	
<input type="text" value="Date of Birth"/>	
Mother's Maiden Name	
<input type="text" value="Mother's Maiden Name"/>	
SSN	
<input type="text" value="SSN"/>	<a href="#">SHOW</a>

The individual enrolling the business should use their own Date of Birth and Mother's Maiden Name

The Business EIN should be used in place of the SSN.

Street Address	
<input type="text" value="Street Address"/>	
Country	
<input type="text" value="Country"/>	
State	
<input type="text" value="State"/>	
City	
<input type="text" value="City"/>	
Zip Code	
<input type="text" value="Zip Code"/>	
Email	
<input type="text" value="Email"/>	
Home Phone	
<input type="text" value="Ext."/>	<input type="text" value="Home Phone"/>
Cell Phone	
<input type="text" value="Ext."/>	<input type="text" value="Cell Phone"/>

Contact Information includes the street address, email address and phone numbers on file for the business. This information must match what we have in file for the business.

If all of the information matches, the customer's registration is approved.

The customer will receive an email informing them that they may access their OLB after end of day processing. This is typically between 8pm-9pm EST.

If the information does not match, the registration is declined. The customer will receive an email informing them that something did not match on their registration and to contact their local branch or call

1-888-869-2739 ext. 652

Questions?

**Please call 1-888-869-2739 ext. 652**