

# DIGITAL SERVICES INSTRUCTIONS

These great services are available to you when you sign up for Springs Valley's Online Banking - plus they are all **FREE!** Just sign up for online banking to get started!

**MOBILE BANKING** - View account balances, transactions, transfer funds, and pay bills all from your mobile device.

1. Visit your mobile device's app or play store. 2. Download the Springs Valley Bank & Trust Company app. 3. Use your Online Banking credentials to log into the mobile banking app.

## MOBILE DEPOSIT

Take photos of the front and back of your check and submit. It's that easy.

1. Log into Mobile Banking
2. Choose "Deposit"
3. Select "Deposit A Check"
4. Select Account to "Deposit Into"
5. Enter "Check Amount"
6. Take a photo of the front of the check and select "Use" or "Retake"
7. Take a photo of the back of the check and select "Use" or "Retake"
8. Select "Edit" or "Make Deposit"
9. If "Make Deposit" is selected, you will get a message, "You have successfully submitted a check deposit of \$"

## eSTATEMENTS

The quickest, most convenient way to receive your bank statements!

1. Log onto Online Banking
2. Click on "Profile"
3. Scroll down to Electronic Statements
4. Click "Edit"
5. Select which account(s) you want eStatements for
6. Confirm eMail address
7. Change delivery method to "eStatements"
8. Read and review "Electronic Statements Terms and Conditions"
9. Select check box and enter confirmation code (from terms and conditions)
10. Select "Save"

## MOBILE WALLET

Get the great features and benefits of your Springs Valley Visa® card with Apple Pay®, Google Pay™, and Samsung Pay®.

### Samsung Pay®

1. Make sure your Samsung device is updated with Samsung Pay
2. Take a picture of your Springs Valley VISA® Card with your device's camera
3. Secure it with your fingerprint and backup PIN and you'll be ready to go

### Apple Pay® On Your iPhone

1. Go to Wallet and tap +
2. Follow the steps to add a new card. Watch the demo to see how it works. If you're asked to add the card that you use with iTunes, cards on other devices, or cards that you've recently removed, choose them, then enter the card security codes.
3. Tap Next. Your bank or card issuer will verify your information and decide if you can use your card with Apple Pay. If your bank or issuer needs more information to verify your card, they'll ask for it. When you have the information, go back to Wallet and tap your card
4. After your bank or card issuer verifies your card, tap Next. Then start using Apple Pay

### Apple Pay® On Your Apple Watch

1. Open the Apple Watch app on your iPhone, and go to

## ONLINE BILL PAY

Say goodbye to check writing hassles and postage with Springs Valley Bank's online bill payment system.

1. Log into Online Banking
2. Select "Bill Pay"
3. Click on "Enroll"
4. Accept "Terms & Conditions"
5. Bill Pay will open, and you can add bills

## NOTIFI<sup>SM</sup>

Receive Real-Time Alerts with Notifi.

### Online Banking

1. Log into Online Banking
2. Choose "Alerts" from home page
3. Choose "Alert Options" and "Contact Options"

### Mobile Banking

1. Log into Mobile Banking
2. Choose "Manage Alerts"
3. Choose "Account Alerts" and "Security Alerts"

## CARDVALET

Manage risk by allowing you to define when, where and how your cards can be used.

1. Log into Mobile Banking
2. Choose "Manage My Cards"
3. Enter Mobile Banking Password
4. Select card(s) to be managed
5. Set Limits, Block Card, etc.

the My Watch tab. If you have multiple watches, choose one

2. Tap Wallet & Apple Pay
3. Follow the steps to add a new card. Watch the demo to see how it works. If you're asked to add the card that you use with iTunes, cards on other devices, or cards that you've recently removed, choose them, then enter the card security codes
4. Tap Next. Your bank or card issuer will verify your information and decide if you can use your card with Apple Pay. If your bank or issuer needs more information to verify your card, they'll ask for it. When you have the information, go back to Wallet and tap your card
5. After your bank or card issuer verifies your card, tap Next. Then start using Apple Pay

### Google Pay™

1. Look for the Google Pay app on your phone. If you don't find it, download it from the Google Play Store
2. Open the Google Pay app
3. To add your card, click on the + sign in the lower right corner
4. Follow along with the onscreen instructions. You'll have the option to scan your card using the phone's camera or manually enter your card information
5. Enter the three-digit security code located on back of your card

## TRANSFERNOW

Enjoy an easy and secure way to make account-to-account transfers.

### Online Banking

1. Log into Online Banking
2. Select "Transfer"
3. Select "From account"
4. Select "To account"
5. Select "Date"
6. Enter Amount
7. Enter Description
8. Select "Preview Transfer"
9. Select "Complete Transfer"

### Mobile Banking

1. Log into Mobile Banking
2. Select "Transfer & Pay"
3. Select "Make an internal transfer"
4. Select "From account"
5. Select "To account"
6. Enter amount
7. Enter Date
8. Select "Continue"
9. Select "Make transfer"

## ZELLE®

Zelle is a convenient way to send money using your mobile banking app or online banking account.

### Online Banking

1. Log Into Online Banking
2. Select "Bill Pay"
3. Select "Send Money with Zelle®"
4. Add New Contact
5. First Name, Last Name, Nickname (Optional)
6. Enter eMail, Mobile Number or Account #
7. Enter eMail
8. Click Save

### Mobile Banking

1. Log Into Mobile Banking
2. Choose "Send Money with Zelle®"
3. Enter Password
4. You can Send, Request, Split
5. Add New Contact
6. Enter First Name, Last Name, Nickname (Optional)
7. Enter eMail, Mobile Number or Account #
8. Enter eMail
9. Click Save



**springsvalley**

BANK & TRUST COMPANY

*Loyal to you, your family, and your future.*