

Employee Account Setup

1. Business Name _____
2. Employee Name _____
3. Account Number _____
4. Account Type _____
5. Account Nickname _____

6. Access Functions

Function	Yes	No
Balance Detail		
Transactions		
Exports		
Stop Payment Inquiry		
Transfer To (Internal)		
Transfer From (Internal)		
Bill Payment		

7. Fund Transfer Restrictions (Employee Account Level)

Internal Transfer Review Threshold: _____ Daily Internal Transfer Limit: _____

Bill Payment Review Threshold: _____ Daily Bill Payment Limit: _____

Minimum Account Balance Req'd to Complete a Transfer: _____