

Associated Connect[®]

Reference Guide: Remote Deposit



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Getting Started

This manual guides you through installing and using Associated Bank's Remote Deposit (RD) to image and deposit endorsed checks for your organization. Customers that follow the instructions average a 15-20 minute set up time. Directions for installing RD and WebScan can be found in the Remote Deposit Getting Started Guide.

Minimum System Requirements

Computer hardware:

- Multi Core Processor with a minimum of 2.0 GHz
- 1GB RAM
- 40 GB Hard Drive
- Network Card

Operating system (Remote Deposit is only supported on Windows machines):

- Windows 8
- Windows 8.1
- Windows 10

Browser:

- Internet Explorer – Minimum version IE 11
- Edge
- Chrome – Minimum version 40
- Firefox – Minimum version 36

Check scanner:	Check scanner approved by Associated Bank
Scanner connection:	USB 2.0 Adaptor
Screen resolution:	1024 x 768 video resolution
Internet connection:	Broadband / High Speed Internet Access
Administrative rights:	Installation of scanner must be performed by someone with local administrator rights
Entitlement:	Provided by your Associated Connect Security Administrator

Administrative Rights

The driver installation must be performed by a user that has Windows local administrator privileges including the authority to change settings in Internet Explorer and the ability to validate that they saved correctly. Once the installation is successful, any designated user will be able to use RD. To determine if you are a local administrator:

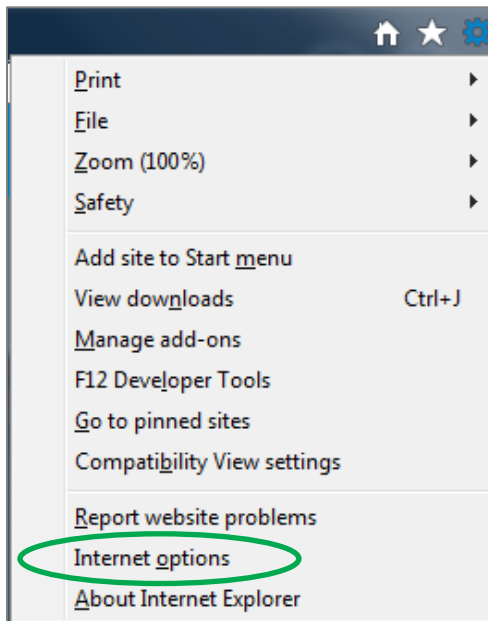
1. Go to the **Start** menu (in the lower left corner of your Windows desktop).
2. Select **Settings > Control Panel**
3. Open **User Accounts**.
4. Select the **Users** tab. You will see all the users that have local administrator access. If you do not have these folders or your name is not listed, you do not have administrative rights.

Trusted Sites

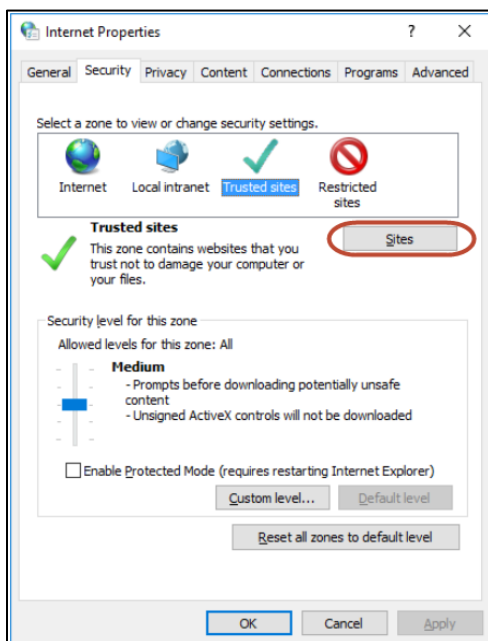
The installation requires modifying the browser settings to add the bank's web server **https://RemoteDeposit.AssociatedBank.com** as a trusted site.

To add the web server to a trusted site list follow the instructions below:

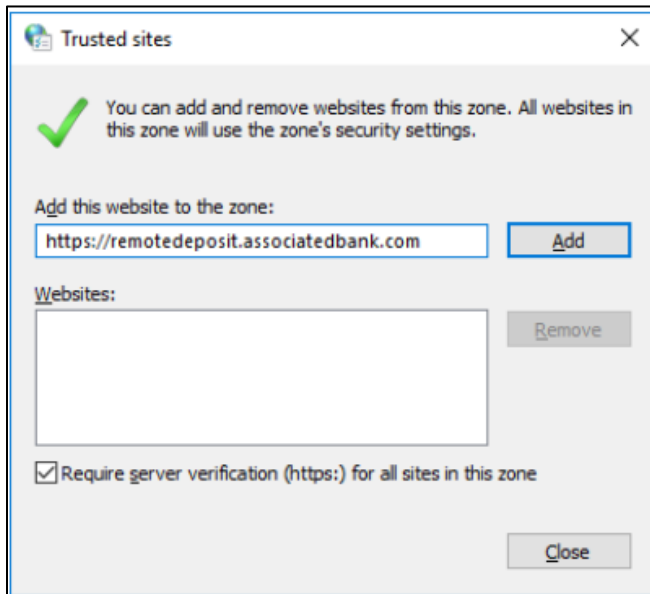
1. Select **Tools**, then **Internet options**



2. Select on the Security tab, Trusted sites zone and the **Sites** button



3. Type *https://RemoteDeposit.AssociatedBank.com* and select the **Add** button.



4. Select **Close** then **OK** and restart your web-browser

Currently Supported Scanners and Operating Systems














Manufacturer	Model	Windows 8.1/10
Canon	CR-25/55	Yes#
	CR-50/80	Yes#
Digital Check	BX7200	Yes#
	CX-30**	Yes#
	TS-215	Yes#
	TS-220/220e	Yes#
	TS-230	Yes#
	TS-240	Yes#
	TS-4120	Yes#
	SmartSource Professional Elite <i>(Utilizing the PVA driver)</i>	Yes#
	SmartSource Micro Elite <i>(Utilizing the PVA driver)</i>	Yes#
	SmartSource Merchant Elite <i>(Utilizing the PVA driver)</i>	Yes#
Panini/Unisys	MyVisionX and MyVisionX ROHS	Yes#
Panini	EverneXt	Yes#
	MyVisionX 2P	Yes#
	Vision 1	Yes#
	Vision neXt	Yes#
	VisionX	Yes#
	wI:Deal	Yes#
RDM/Unisys	ec7000i	Yes#
TWAIN	Flatbed scanners compliant with TWAIN 1.9	Yes#

Currently Supported Scanners and Browsers

Manufacturer	Model	IE 11	Firefox	Chrome	Edge
Canon	CR-25/55	Yes	No	No	No
	CR-50/80	Yes	WebScan	WebScan	WebScan
Digital Check	BX7200	Yes	No	No	No
	CX-30	Yes	WebScan	WebScan	WebScan
	SB 500	Yes	No	No	No
	SB 600	Yes	No	No	No
	SB 1000	Yes	No	No	No
	TS-215	Yes	No	No	No
	TS-220/220e	Yes	No	No	No
	TS-230	Yes	No	No	No
	TS-240	Yes	WebScan	WebScan	WebScan
	TS-4120	Yes	No	No	No
		SmartSource Professional Elite <i>(Utilizing the PVA driver)</i>	Yes	WebScan	WebScan
	SmartSource Micro Elite <i>(Utilizing the PVA driver)</i>	Yes	WebScan	WebScan	WebScan
	SmartSource Merchant Elite <i>(Utilizing the PVA driver)</i>	Yes	WebScan	WebScan	WebScan
Panini/Unisys	MyVisionX and MyVisionX ROHS	Yes	WebScan	WebScan	WebScan
Panini	EverneXt (Network)	Yes	No	Yes	Yes
	We don't offer mI:Deal	Yes	No	Yes	Yes
	MyVisionX 2P	Yes	No	Yes *	Yes *
	Vision 1	Yes	No	Yes *	Yes *
	Vision neXt	Yes	No	Yes *	Yes *
	VisionX	Yes	WebScan	WebScan	WebScan
			Yes	No	No
	I:Deal	Yes	WebScan	WebScan	WebScan
RDM/Unisys	ec7000i	Yes	No	No	No
TWAIN	Flatbed scanners compliant with TWAIN v1.9	Yes	No	No	No
*Indicates the Panini Everest is the only supported interface for the browser.					

Portal Access

The Associated Connect portal allows users to access all Associated Connect services through an easy-to-use single sign-in. To access the portal, sign in to Associated Connect directly from Associated Bank's website at AssociatedBank.com/Business or AssociatedBank.com/Commercial. The portal has been divided into three sections.

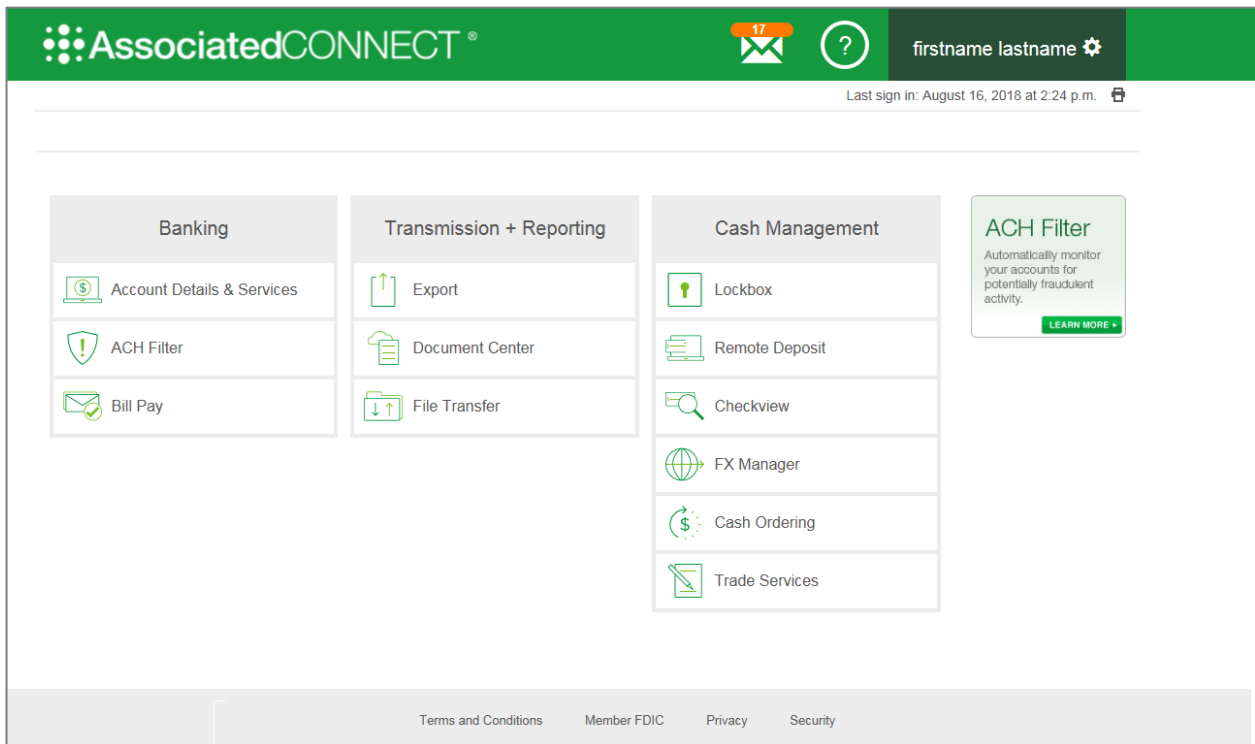
Category	Icon	Definition
Banking		Account Details and Services (Includes Account Balances, Account Transfers, ACH Origination, Check Inquiry, Image Search Transaction Activity, Positive Pay, Stop Payments and Wire Transfers.)
		Account Summary Page (Includes Ledger Balance, Available Balance, Collected Available Balance, Float Next Business Day, Float 2+ Days and Transactions and Details for each account)
		ACH Filter
		Bill Pay
Cash Management		Lockbox
		Remote Deposit
		Checkview
		FX Manager
		Cash Ordering
		Trade Services
Transmission and Reporting		Export
		Document Center
		File Transfer

To access Associated Connect, you will be required to verify your identity through one of two methods:

1. For clients who have access to high-risk services such as Bill Pay, ACH and Wire Transfers, you will sign in with your username and password, and then will be required to verify your identity through multi-factor authentication. Associated Connect users will be required to enter a unique access code generated by either a mobile or physical token to gain access to the portal. Additional information about how to set up, use and obtain a token from Associated Bank can be found in the Multi-Factor Authentication and Password Management Guide or by contacting Customer Care at 800-728-3501.
2. For clients who only have low-risk services, you will sign in with your username and password. Periodically, you will be asked a series of challenge questions to confirm your identity.

Associated Connect Portal

The Associated Connect Portal is the first screen you will see after signing in. This provides access to all of your online banking services.

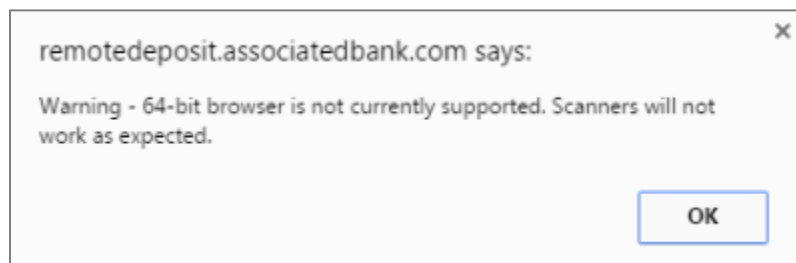


1. After successful authentication, the following page displays. Select **Help** in the upper right hand corner.

CapturedProcessingDate	ItemCount	Username	DepositTotal
3/1/2017 10:58:11 AM	2	Paymenttest2	\$500.00
3/1/2017 9:53:38 AM	2	Paymenttest2	\$500.00
2/27/2017 3:57:37 PM	2	paymenttest2	\$18.00
2/27/2017 3:55:07 PM	2	paymenttest2	\$50.00
2/27/2017 3:49:54 PM	2	paymenttest2	\$125.00
2/27/2017 3:41:58 PM	2	paymenttest2	\$62.84

2. A new page opens in a new window. Follow the steps in the RD Getting Started Guide within the Help section of the RD application under Driver Installation Instructions.
3. Restart your computer; connect your scanner to the PC. Your computer should recognize the scanner and complete the configuration. This should take less than a minute.
4. You are now ready to use the RD application. If you are the Company Administrator in Associated Connect and would like to add additional users, please go to Company Admin within Associated Connect or access the Associated Connect User Entitlement Guide.

Note: For clients logging in the first time utilizing a 64-bit scanner in Chrome, the alert below will appear:



Select **OK** to continue. You should not experience any issues with the scanners that are recommended by the bank. To understand how to use the application, please refer to the Daily Workflow Reference Guide or access online help for the RD User Guide.

Utilizing Alternative Web Browsers

In order to utilize web browsers other than Internet Explorer, the WebScan utility must be installed prior to registering your scanner. Depending on the web browser, please follow the steps for installing WebScan in the Remote Deposit Getting Started Guide within the help section of the Remote Deposit application under WebScan Utility Installation Instructions.

Using Remote Deposit

This section of the manual explains the Remote Deposit (RD) user interface and how to use it to accomplish daily tasks.

Starting Remote Deposit

1. Launch Internet Browser.
2. Sign in to Associated Connect directly from Associated Bank's website at AssociatedBank.com/Business or AssociatedBank.com/Commercial.
3. Select the Remote Deposit Icon from the Associated Connect Portal.
4. After successful authentication, the deposit screen displays and is presented each time you access Remote Deposit. From this screen, you can access the Help menu where you can install scanner drivers and review documentation.

Note: The Remote Deposit application will open as a new pop-up window. If prompted, please allow pop-ups. Depending on your security access, you will see a number of tabs in your top navigation bar that take you to the different functions of RD. Simply select a tab to go to that function.

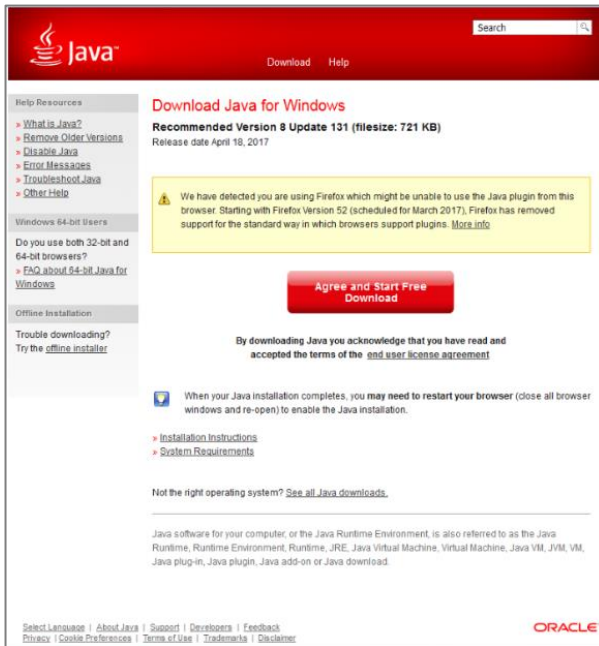
Captured	ProcessingDate	ItemCount	Username	DepositTotal
	3/1/2017 10:58:11 AM	2	Paymenttest2	\$500.00
	3/1/2017 9:53:38 AM	2	Paymenttest2	\$500.00
	2/27/2017 3:57:37 PM	2	paymenttest2	\$18.00
	2/27/2017 3:55:07 PM	2	paymenttest2	\$50.00
	2/27/2017 3:49:54 PM	2	paymenttest2	\$125.00
	2/27/2017 3:41:58 PM	2	paymenttest2	\$62.84

5. The first time you create a deposit, you may be prompted to register your scanner. This process links a scanner, location and PC so that the system knows how to communicate with the scanner and the deposit systems at the bank. You must have supervisor or administrator program rights – identifiable by the Registration tab option in your top navigation bar.

Sample Registration

To register, select the values from the dropdown lists that match your configuration for Location and Scanner, and then select **Register**.

Note: For current clients, if installing WebScan, you will have to reregister your scanner, or you will receive this alert:



Close this window and re-register with the WebScan scanner by selecting **Registration**, selecting the WebScan scanner you are utilizing, and typing in **“localhost”** into the Scanner Host field. See image below (Version of scanners may vary).

Note: Associated Bank recommends using Google Chrome for WebScan installations.

AssociatedBank Remote Deposit Help

Client Registration Registration Deposits History Reports

Register Client ?

This machine has been successfully registered.

Locations: TMIT test station

Scanners: Web Scan I:Deal

Scanner Host: localhost

Getting Help Online

Online help is available in two forms. Anywhere you see the **Quick Help** icon ?, you can select and get context sensitive information about the feature. There is also a help link in the upper right hand corner that displays the user guide and other documentation.

Remote Deposit User Guides

- [Remote Deposit User Guide](#)
- [Remote Deposit Getting Started Guide](#)
- [Remote Deposit Workflow Reference Guide](#)
- [Remote Deposit FAQ](#)
- [Scanner User Guides](#)

Remote Deposit Scanner Drivers

- [Download Panini IDeal Driver](#)
- [Download MyVisionX/Panini Driver \(32 Bit\)](#)
- [Download MyVisionX/Panini Driver \(64 Bit\)](#)
- [Download Digital Check TellerScan Driver](#)
- [Download Epson S1000 Driver \(32 Bit\)](#)
- [Download Epson S1000 Driver \(64 Bit\)](#)
- [Download Other Drivers](#)
- [Download WebScan Utility](#)

Creating Deposits

This section of the manual covers the user interface and procedures for creating and submitting a deposit(s).

Deposit Page Features

The deposit page is divided into three sections: Create Deposit, Open Deposits and My Recent Deposits:

- **Create Deposit** is where you enter the data for a new deposit. Required fields are highlighted. The next steps explain in detail how to create a deposit.
- **My Open Deposits** are deposits which have not been submitted to the bank. From this list, you can add items to an open deposit or delete an open deposit. This will be covered in detail later in the manual.

- **My Recent Deposits** lists deposits that have been submitted to the bank. From here, you can run reports on these deposits. This will be covered in detail later in the manual.

Associated Bank Remote Deposit

Deposits | Registration | Deposits

Create Deposit

Primary Deposit Account:
 Deposit Control Total:
 Location #:
 Memo 1:

My Open Deposits
No Open Deposits in History

My Recent Deposits

CapturedProcessingDate	ItemCount	Username	DepositTotal
3/1/2017 10:58:11 AM	2	Paymenttest2	\$500.00
3/1/2017 9:53:38 AM	2	Paymenttest2	\$500.00
2/27/2017 3:57:37 PM	2	paymenttest2	\$18.00
2/27/2017 3:55:07 PM	2	paymenttest2	\$50.00
2/27/2017 3:49:54 PM	2	paymenttest2	\$125.00
2/27/2017 3:41:58 PM	2	paymenttest2	\$62.84

1. Under Create Deposit, select the account you want to deposit the funds into. **This is a required field.**
2. Add the total amount of all items to deposit and enter it in the deposit control total. This number must be greater than zero and no larger than the predetermined daily deposit limit set for your company (the aggregate of all locations combined). The system uses this number to compare the total of the scanned items against its total and requires any difference to be corrected before you can submit the deposit. **This is a required field.**
3. When entering amounts, the system assumes two decimal places unless you specifically enter the decimal. For example, if you key in “10” and tab to the next field the system converts this to “0.10” – whereas if you key in “10.00.” the system interprets “10.00”.
4. If you exceed your daily deposit limit for all locations, you will receive an error message. To correct the error, you have the following options:
 - A. Remove some check items from your deposit to be within the parameters set for your company. OR
 - B. Delete the entire deposit and mail or physically submit to an Associated Bank branch. OR
 - C. Contact the Treasury Management Customer Care Center at 800-270-2707, option 2 to get a temporary limit change. This may require a wait period for approval.

Associated Bank Remote Deposit

Registration | Deposits | History | Reports

Correct Items

Capture | **Correct** | Balance | Accounts | Review

Primary Deposit Account:
 Exception 1 of 2
 Sequence: 852480273000010

flip zoom in zoom out reset

Amount Recognition Failed
 Enter Correct Amount:

The amount exceeds the single item limit of \$50,000.00 and is prohibited. The item will not be in the deposit until an appropriate amount is entered.

Image Quality Exceptions
 No Image Quality Errors

Rejected Item Exception
 Item Passed

5. The “Memo 1” field is optional. It allows up to 54 characters and will populate the virtual deposit ticket only.
6. The “Location #” field is also optional. It allows up to 8 numeric-only characters and will populate the virtual deposit ticket to assist with reconciliation.
7. Select Proceed to start the scanner. This will bring up the capture page.

Capturing Items

The capture process is where the items are scanned into the system. You are still on the Deposits tab but notice that the deposits page has now changed to capture mode. In capture mode, a list of scanned items is shown on the right side of the page and an image of the highlighted item is on the left.

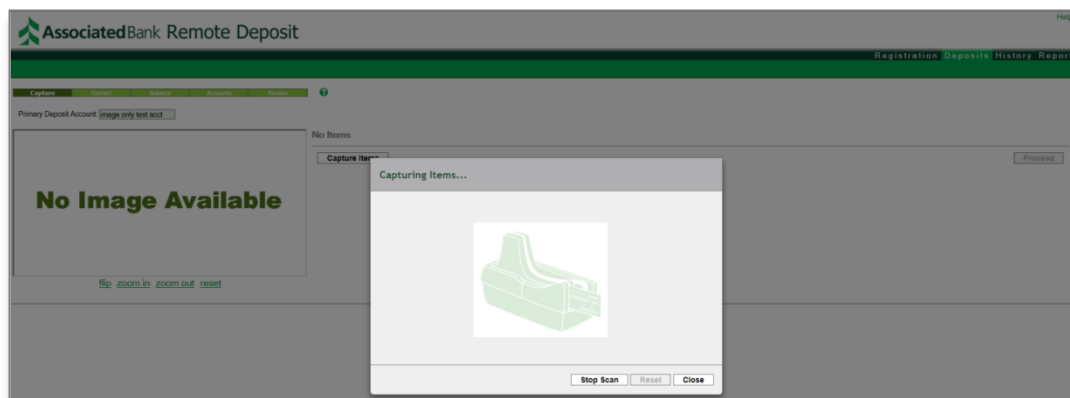
The following steps take you through the capture process.

1. Make sure your scanner is powered on and connected to the PC. If you are using a multi-document feed scanner, jog the items so they are aligned properly. Before inserting the documents, select **Capture Items**.
2. Once the dialog box below appears, RD is ready to start scanning items. Place your checks in document feeder to begin scanning.
3. Per Regulation CC, each check will have an indemnity sprayed on the back of each check scanned with the following verbiage:

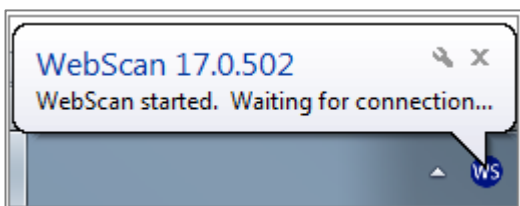
For Remote Deposit Only at Associated Bank

Adding the restrictive endorsement prevents a duplicate item from being presented, protecting the customer and the deposit bank.

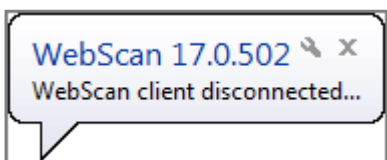
Note: *If you are utilizing a scanner with a disabled ink cartridge, or a scanner that does not contain an ink cartridge an endorsement stamp can be purchased from Associated Bank at a subsidized cost by visiting <https://associatedbank-rdscanners.com> to apply the restrictive endorsement manually.*



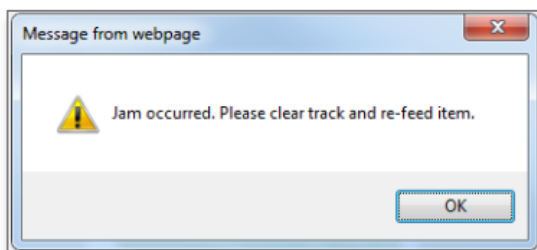
Note: When utilizing WebScan, you will see the WebScan icon appear at the bottom right of the screen. This may take a few moments to connect. Please do not place the check into the scanner until connection is complete.



- Once you are done scanning and select **Close** on the Capturing Items screen, WebScan will disconnect.



- Feed the items into the scanner until all of the items have been scanned. If a check gets jammed, you will see the following message.



Note: Refer to the scanner user guide on how to clear jams for your particular model of scanner. After the jam is cleared, select **OK** and rescan the item.

- After you scan all the items, select **Stop Scan** to continue processing the deposit. If Stop Scan does not respond (for example, if there was an error on the last item), select **Close** and confirm you want to quit scanning.
- When the scan is done, the list on the right side of the page will be populated with all of the scanned items, and the image of the first item will be displayed on the left. The process of creating your deposit has begun. It has been saved, but it is not ready for submission to the bank. If necessary, you could exit the program at this point and come back later to finish the deposit.
 - To view the image of the item, select the entry in the list. The image below shows the controls that allow you to review the back side of the check (flip), zoom in, zoom out or reset the image to the default size.
 - It is a good practice to quickly review the list of items to make sure that a routing number and an account number were captured for each item. An item missing in either of these fields is considered a reject. Manual correction is not allowed for rejects, so if they exist, remove them by selecting the **X** next to the item(s) and then rescan them.

CaptureSequence	RoutingNumber	Account	Serial	Amount
49022363000180	123456780	1234567	8541	\$0.00

8. If you have no more items to scan, select **Proceed** to move to the next step in the process (balance if no errors or correct if errors occurred). If you want to scan more items, select **Capture Items**.

Correction Process

The deposits page changes to correct mode when any of the following occur:

- Duplicate items were detected
- Items were missing amounts
- Items were rejected
- The amount of a single item exceeds its contracted limit.

If no errors were found, you go directly to the balance process. (See Chapter 2, Balance Process)

You will now enter the correction process on the deposits page upon selecting **Proceed**. This occurs after capturing items with errors. The two correctable errors that can occur are if the amount was not recognized or if the item was a duplicate. As stated earlier, rejected items cannot be corrected. They must be deleted and rescanned.

Amount Recognition Correction

This section will guide you through correcting amount recognition errors. The deposits page changes to correct mode and, for amount recognition errors, displays the data shown below.

To correct the error, you have two options:

- Key in the amount from the image in the highlighted amount field and select **Accept**. OR
- Select **Remove Item** to delete the item from the deposit. You can either omit the item from the deposit or rescan the item.

Duplicate Item Correction

There may be an occasion where an item errors because it is a duplicate of an item that has already been submitted to the bank. These items need to be carefully investigated to avoid the problems with submitting an item that has already been processed by the bank.

The new item is displayed on top and the duplicate item (the one previously submitted to the bank) is on the bottom. You can examine the images using the controls below each image to view back (flip) or zoom in on the image.

To correct the duplicate item error, you have two options:

1. Remove the item from the deposit by selecting **Remove Item**. If the item was rescanned by error or needs further investigation, removing the item will allow you to continue with the deposit.
2. Override the duplicate item error by selecting **Accept**.

Note: This should only be done after getting approval from the bank. Contact Treasury Management Customer Care at 800-270-2707, option 2 to obtain a duplicate review. This may require a wait period for approval.

Reject Item Handling

An item will be rejected if the MICR line routing and/or account number cannot be read during scanning, if the item has an invalid routing number or if it is determined that the item is a foreign item. In cases where an item is

rejected, the only option is to remove the item from the deposit and rescan it. If the item continues to reject, you will not be able to deposit it using Remote Deposit and will have to deposit using an alternative method.

Single Item Limit Error

An item will reject if the predetermined single item check limit is exceeded. The item appears in the correction screen where you can remove the item. For single item check limit errors, you will see the message below. In this example, the limit was set to \$50,000 per item and the actual item was for \$800,000.

The screenshot shows the 'Correct Items' screen in the Associated Bank Remote Deposit system. At the top, there's a navigation bar with 'Registration', 'Deposits', 'History', and 'Reports'. Below that, a green bar indicates the current step is 'Correct'. The primary deposit account is 'image only test acct'. An exception is noted: 'Exception 1 of 2, Sequence: 852480273000010'. A check image is displayed, showing a check for \$800,000.00 from James C. Morrison. To the right of the check, a message reads: 'Amount Recognition Failed. Enter Correct Amount: \$0.00. The amount exceeds the single item limit of \$50,000.00 and is prohibited. The item will not be in the deposit until an appropriate amount is entered.' Below this, there are sections for 'Image Quality Exceptions' (No Image Quality Errors) and 'Rejected Item Exception' (Item Passed). At the bottom, there are 'Accept' and 'Remove Item' buttons.

To correct the error, you have the following options:

- Remove the item and continue with the deposit. OR
- Contact the Treasury Management Customer Care Center at 800-270-2707, option 2 to get a temporary limit change. This may require a wait period for approval.

Balance Process

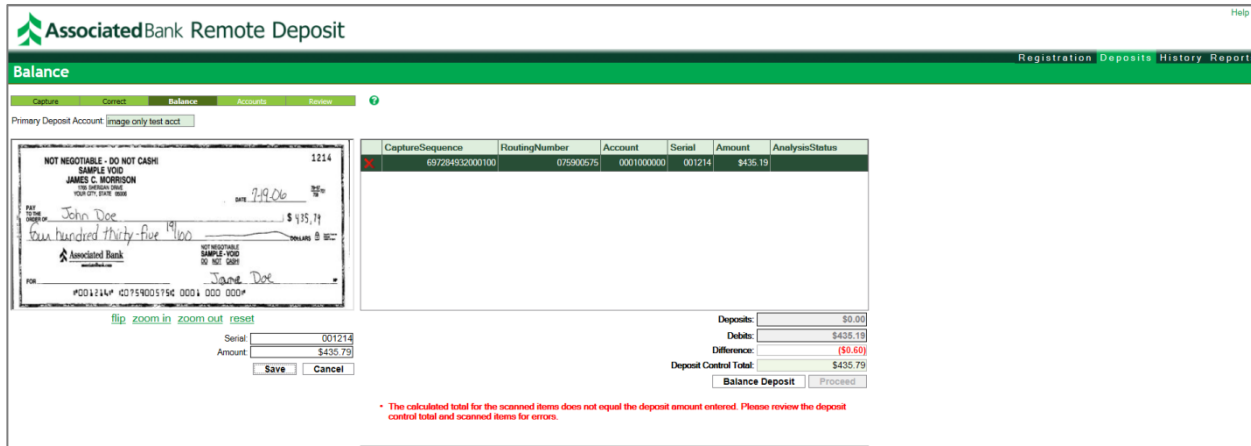
The balance process compares the deposit amount calculated by totaling the scanned items to the deposit control total you entered when starting the deposit. If these two totals do not match, adjustments must be made so the totals are equal. The sections below explain how to process both balanced deposits and out-of-balance deposits.

Balanced Deposits

For a balanced deposit, the virtual deposit ticket will be created and displayed with the depositor's name, date, deposit account, transit and amount. The difference between the checks amount and the deposit control total will be zero, and the Proceed button will be enabled. Select **Proceed** to go to the final review.

Out-of-balance Deposits

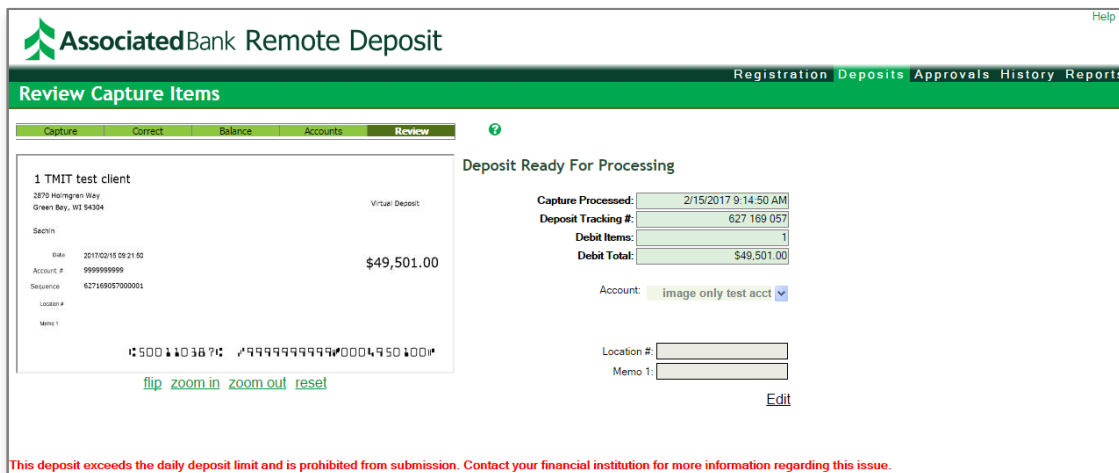
When the total dollar amount of scanned items calculated by RD does not equal the amount you entered for the deposit control total, you have an out-of-balance deposit indicated by the amount in the difference field not being zero. This deposit cannot be submitted to the bank.



To correct the out-of-balance condition, follow the steps below.

1. Double-check the deposit control total you entered to verify the total. If there was an error in the total, re-enter the total in the deposit control total field and select **Balance Deposit**. If the difference is now zero, select **Proceed** and review the deposit before submitting it. If not, go to the next step.
2. If the difference is still not equal to zero, review the items by selecting on each row in the list and comparing the amount on the image to the amount field below. Correct the amount field and select **Save**. The system will re-calculate the totals and update the difference. Continue reviewing the items until the difference is zero.
3. When the deposit is in balance, the Proceed button will be enabled. Select **Proceed** to go to the final review.

Another reason you may not be able to submit is if you exceeded your maximum daily deposit limit.



To correct the error, you have the following options:

- Remove some check items from your deposit to be within the parameters set for your company OR
- Delete the entire deposit and mail or physically submit to an Associated Bank branch. OR

- Contact Treasury Management Customer Care at 800-2707, option 2 to obtain a temporary limit change. This may require a wait period for approval.

Final Review

This is the last review of the deposit before submitting it to the bank.

IMPORTANT: When you select Finish Deposit, the deposit is sent to the bank. If you want to add items to the deposit, select the **Deposits** tab to return to the beginning of the create deposit process. (Refer to Working with Open Deposits.)

Editing Fields

1. Select the **Edit** link, note the Finish Deposit button is replaced by Save and Cancel buttons.
2. Change the desired field, select **Save** to keep the changes and **Cancel** to keep the existing values.
3. If no changes were made, you stay in review mode and the Finish Deposit button will be available. If you saved changes, you will be directed back to balance mode where the virtual deposit ticket is regenerated.
4. Review the changes and select **Proceed** to return to review mode.
5. Select **Finish Deposit** to send the deposit to the bank.

The screenshot shows the 'AssociatedBank Remote Deposit' interface. At the top, there's a navigation bar with 'Registration', 'Deposits', 'History', and 'Reports'. Below that, a green bar says 'Review Capture Items'. The main content area is divided into two sections. On the left, under the 'Review' tab, there's a box for 'AC Thick Client Test1' showing details like 'Test Location1', 'Test Location2', 'Date', 'Account #', 'Sequence', and 'Location #'. A 'Virtual Deposit' amount of '\$4,500.00' is displayed. Below this is a barcode and links for 'flip', 'zoom in', 'zoom out', and 'reset'. On the right, under 'Deposit Ready For Processing', there are several fields: 'Capture Processed' (3/30/2017 9:49:36 AM), 'Deposit Tracking #' (171 490 504), 'Debit Items' (1), and 'Debit Total' (\$4,500.00). There's also an 'Account' dropdown menu set to 'Fake Account 7890', and empty fields for 'Location #' and 'Memo 1'. An 'Edit' link is below these fields, and a 'Finish Deposit' button is at the bottom right.

Roles

The roles defined below include specific capabilities and tasks assigned to individual users within RD.

*Operator	Able to create and submit their own deposits for approval.
*Approver	View submitted deposits and approve or reject them for processing. Approvers cannot create deposits nor view reports.
Depositor	Can capture, balance and submit deposits. This role is a combination of the Operator and Approver roles. Deposits are not subject to the dual approval process.
Supervisor	Able to register the application and reset the duplicate item history
Reviewer	Able to see deposits submitted by all users, regardless of the physical location of the users

Note: *Deposit Approvals: Splits the responsibilities for creating and approving deposits so one person does not control the entire process. If a user is both an Operator and an Approver they will not be allowed to approve their own deposit. Approvers will only see pending deposits for accounts they are entitled to. Approvals can happen on any PC with appropriate internet access. A scanner installed or attached is not needed to approve deposits.

Finishing the Deposit

When you are ready to send the deposit to the bank, select **Finish Deposit**. When the deposit has been sent, the screen below will be displayed with the message “Deposit submitted successfully.”

Submitting Deposits – Operator and Depositor Roles

If the deposit is ready to be submitted for approval: The buttons on the Submitting Deposits screen will be different depending on roles – **Submit Deposit** button will appear if you are an Operator; otherwise **Finish Deposit** if you are a Depositor.

The screenshot displays the 'Review Deposit' interface for Associated Bank. At the top, there is a navigation bar with 'Registration' and 'Deposits' tabs. Below this is a sub-header 'Review Deposit' with a green background. A breadcrumb trail shows 'Capture', 'Correct', 'Balance', 'Accounts', and 'Review'. The main content area is titled 'Deposit Ready For Processing' and contains two columns of information. The left column shows deposit details for 'AC Thick Client Test1', including test locations, a virtual deposit type, and a value of \$4,500.00. The right column shows processing details: 'Capture Processed' at 3/9/2017 4:03:44 PM, 'Deposit Tracking #' 204 964 626, 'Debit Items' 1, and 'Debit Total' \$4,500.00. Below these are fields for 'Account' (*****7890), 'Location #', and 'Memo 1'. An 'Edit' link is present. At the bottom center, there is a 'Submit Deposit' button.

AssociatedBank Remote Deposit Help

Registration Deposits History Reports

Review Capture Items

Capture Correct Balance Review ?

AC Thick Client Test1

Test Location1
Test Location2 Virtual Deposit:

Sec'n

Date: 2017/03/30 09:37:10 \$4,500.00

Account #: 1234567890

Sequence: 89671425000001

Location #

Memo 1

⑆500⑆⑆036⑆?⑆ ⑆⑆234567890⑆0000450000⑆

[flip](#) [zoom in](#) [zoom out](#) [reset](#)

Deposit Ready For Processing

Capture Processed: 3/30/2017 9:36:45 AM

Deposit Tracking #: 856 714 229

Debit Items: 1

Debit Total: \$4,500.00

Account: Fake Account 7890

Location #:

Memo 1:

[Edit](#)

[Finish Deposit](#)

Confirmation that Deposit was Submitted

Roles: Both Operator (submitted for approval successfully) and Depositor (submitted successfully) select **Home** to Deposits tab.

Review Deposit

Submit Deposit for Approval ?

AC Thick Client Test1

Test Location1
Test Location2 Virtual Deposit:

Sec'n

Date: 2017/03/14 09:57:14 \$4,500.00

Account #: 1234567890

Sequence: 793255256000001

Location #

Memo 1

⑆500⑆⑆036⑆?⑆ ⑆⑆234567890⑆0000450000⑆

[flip](#) [zoom in](#) [zoom out](#) [reset](#)

Capture Processed: 3/14/2017 9:55:49 AM

Deposit Tracking #: 793 255 256

Debit Items: 1

Debit Total: \$4,500.00

Deposit submitted for approval successfully.
[Home](#)

1. Operator Deposit Status is Pending

Role: Operator view only

Deposits

Create Deposit ?

Primary Deposit Account:

Deposit Control Total: \$0.00

Location #:

Memo 1:

[Proceed](#)

My Open Deposits

	CapturedProcessingDate	Status	ItemCount	Username	DepositTotal
✖	3/9/2017 4:03:44 PM	New	2	paymenttest2	\$4,500.00
	3/14/2017 9:55:49 AM	Pending Approval	2	paymenttest2	\$4,500.00
	3/9/2017 4:01:50 PM	Pending Approval	2	paymenttest2	\$4,500.00

2. Deposit Approvals

Step 1: Approver will log in and select **Approvals** tab. The deposits pending approval are listed.

The screenshot shows the 'AssociatedBank Remote Deposit' interface with the 'Approvals' tab selected. A table titled 'View Pending Deposits' lists two items:

SourceLocation	CapturedProcessingDate	ItemCount	Username	DepositTotal
Thick Client Test Location	3/14/2017 9:55:49 AM	2	paymenttest2	\$4,500.00
Thick Client Test Location	3/9/2017 4:01:50 PM	2	paymenttest2	\$4,500.00

Step 2: Approver can select each item and individual check. Approver will select on **Approve** or **Reject**.

The screenshot shows the 'Deposit Approval Detail View' for a deposit. On the left, there is a summary for 'AC Thick Client Test1' with a total amount of \$4,500.00. On the right, a table titled 'Deposit Approval Items' lists two items:

CaptureSequence	RoutingNumber	Account	Serial	Amount	AnalysisStatus
793255256000001	500110387	1234567890		\$4,500.00	
793255256000010	658238004	951234-83250	3792	\$4,500.00	

Below the table are buttons for 'Approve' and 'Reject', and a 'Back to Approvals' link. A 'Deposit Information' section on the right provides details: Deposit Tracking #: 793 255 256, Account Name: *****7890, Debit Total: \$4,500.00, # of Debits: 1, Date: 3/14/2017 9:55:49 AM, and Deposit Total: \$4,500.00.

Step 2A: If approved, Approver is presented with confirmation that the deposit was approved successfully.

The screenshot shows the 'Review Approved Deposit' confirmation screen. It displays the same deposit details as the previous screen, but with a confirmation message: 'Deposit Approved successfully.' Below this message are several links: 'Deposit Detail Report', 'Deposit Image Report', 'Deposit Image Report (Front Only)', 'Deposit Image Report (1x3)', and 'Back to Approvals'. A summary box on the right shows: Capture Processed: 3/14/2017 9:55:49 AM, Deposit Tracking #: 793 255 256, Deposit Items: 1, and Debits Total: \$4,500.00.

The Operator can review reject reason comments.

Primary Deposit Account: *****9562

AC Thick Client Test1
 Test Location1
 Test Location2
 Virtual Deposit
 \$4,500.00

CaptureSequence	RoutingNumber	Account	Serial	Amount
78978360600001	500110387	2345689562		\$4,500.00
78978360600010	658238004	951234-83250	3792	\$4,500.00

Total Debit Amount: \$4,500.00

Deposit Approval Comments:
 3/10/2017.8:09 AM paymenttest1: Deposit has been rejected.

Buttons: [flip](#) [zoom in](#) [zoom out](#) [reset](#)

Step 4: Operator contacts the Approver to discuss the deposit. The deposit can be resubmitted with comments:

Review Deposit

AC Thick Client Test1
 Test Location1
 Test Location2
 Virtual Deposit
 \$4,500.00

Deposit Ready For Processing

Capture Processed: 3/9/2017 4:01:50 PM
 Deposit Tracking #: 789 783 606
 Debit Items: 1
 Debit Total: \$4,500.00

Account: *****9562
 Location #:
 Memo 1:

Deposit Approval Comments:
 Resubmitting per our conversation to proceed with the deposit.

3/10/2017.8:09 AM paymenttest1: Deposit has been rejected.

Buttons: [flip](#) [zoom in](#) [zoom out](#) [reset](#) [Edit](#)

Step 5: The Operator resubmits the deposit for approval.

Review Deposit

Submit Deposit for Approval

AC Thick Client Test1
 Test Location1
 Test Location2
 Virtual Deposit
 \$4,500.00

Capture Processed: 3/9/2017 4:01:50 PM
 Deposit Tracking #: 789 783 606
 Debit Items: 1
 Debit Total: \$4,500.00

Deposit submitted for approval successfully.
[Home](#)

Buttons: [flip](#) [zoom in](#) [zoom out](#) [reset](#)

From: Deposits
Sent: Tuesday, January 31, 2017 1:13:46 PM
To:
Subject: Deposit Notification

**TM Test
 Green Bay, WI
 99999**

We received your deposit with a total of **\$171.00** at **Jan 30 2017 11:57AM (CST)**. There were **2** item(s) in the deposit.

This email is confirmation that the deposit below was received. Please contact us immediately if there are errors in this information. If your deposit is received after 7:00:00 PM CST, it may be processed on the next business day.

Deposit Tracking #: **945 000 834**
 Account: *******6789**

This message was generated automatically. Please do not reply to this message.

Working with Open Deposits

An open deposit is one that has not been submitted to the bank. All open deposits are listed on the deposits page. In the illustration below, there is one open deposit. To access it, simply select the link.

The screenshot shows the Associated Bank Remote Deposit interface. At the top, there is a navigation bar with 'Registration', 'Deposits', and 'History Reports'. Below this is a 'Create Deposit' section with a dropdown for 'Primary Deposit Account' (set to 'Please select account'), a 'Deposit Control Total' of '\$0.00', and fields for 'Location #' and 'Memo 1'. A 'Proceed' button is visible.

The main content area is divided into two sections:

- My Open Deposits:** A table with columns: CapturedProcessingDate, Status, ItemCount, Username, and DepositTotal. It contains two rows of pending deposits.

CapturedProcessingDate	Status	ItemCount	Username	DepositTotal
3/14/2017 3:09:07 PM	Pending Approval	2	paymenttest2	\$600,000.00
3/9/2017 4:01:50 PM	Pending Approval	2	paymenttest2	\$4,500.00
- My Recent Deposits:** A table with columns: CapturedProcessingDate, ItemCount, Username, and DepositTotal. It contains ten rows of recent deposits.

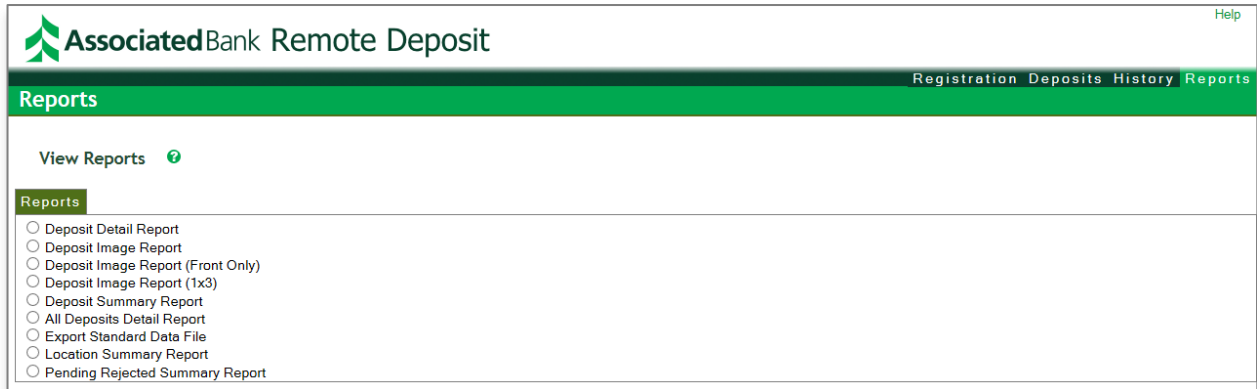
CapturedProcessingDate	ItemCount	Username	DepositTotal
3/30/2017 9:36:45 AM	2	paymenttest2	\$4,500.00
3/30/2017 9:33:38 AM	2	paymenttest2	\$5,000,000.00
3/30/2017 9:32:47 AM	2	paymenttest2	\$5,000,000.00
3/30/2017 9:32:00 AM	2	paymenttest2	\$600,000.00
3/30/2017 9:30:48 AM	2	paymenttest2	\$5,000,000.00
3/30/2017 9:29:25 AM	2	paymenttest2	\$1,000,000.00
3/30/2017 9:25:51 AM	2	paymenttest2	\$600,000.00
3/17/2017 8:37:50 AM	2	paymenttest2	\$500.00
3/14/2017 3:21:37 PM	2	paymenttest2	\$4,500.00

You can perform the following actions on an open deposit:

- **Capture (add items), correct errors, balance and finish the deposit (submit to bank).** To perform any of these activities, select the deposit in the My Open Deposits list. You will be placed in capture mode, see Chapter 2, Creating Deposits for details on working with the deposit.
- **Delete the deposit.** If the deposit was created in error or you want to start over, simply select the **X** next to the deposit to delete.

Reporting

Remote Deposit has a number of reports and report formats to produce the information and data you need to know about your deposits (see Accessing Historical Deposit Data beginning on page 34). To access reports, select the **Reports** tab as shown below.



To run a report, select the radio button next to the report name. A new page will be displayed with the options available for running that report. Each of the reports is covered in detail in the next section.

Summary of Reports

	Deposit Detail Report	Deposit Image Report	Deposit Image Front Only	Deposit Image Report (1x3)	Deposit Summary Report	All Deposits Detail Report	Location Summary Report	Reject Item Report
Date and Time Stamp	X	X	X	X	X	X		
Account Number	X	X	X	X	X	X	X	
Location	X	X	X	X	X	X	X	
Deposit Tracking Number	X	X	X	X	X	X		X
Deposit Status	X	X	X	X	X	X		
Merchant Name	X	X	X	X	X	X	X	
Deposit Total	X	X	X	X	X	X		
Deposit Date	X	X	X	X		X		X
No of Debits	X	X	X	X	X	X		
Deposit Images (deposits ticket and checks)		X						X
Deposit Image Front of Deposit Ticket and Check			X	X				
3 Images Per Page				X				
Date Parameter Search					X	X	X	
Summary by Location					X		X	

Export Standard Data File

Select the Account, Location, Start Date and End Date of the information you want to include. Then select **Export File**.

The screenshot shows the 'Associated Bank Remote Deposit' interface. At the top, there is a navigation bar with 'Registration', 'Deposits', 'Approvals', 'History', and 'Reports'. The 'Reports' section is active, showing a 'View Reports' button and a 'Reports' tab. Below the tab, there are fields for 'Report', 'Account', 'Location', 'Start Date', and 'End Date'. The 'Report' field is set to 'Export Standard Data File'. The 'Account' field is a dropdown menu with 'Please select account' selected. The 'Location' field is a dropdown menu with 'All' selected. The 'Start Date' field is set to '3/10/2017' and the 'End Date' field is set to '3/10/2017'. At the bottom, there is an 'Export File' button.

Once you choose **Export File**, select Open or Save to your documents or view the report.

Exporting to Other Formats

RD supports exporting report data and historical data to several other formats that are useful for archiving or processing data in other systems.

Supported Formats

- **PDF** – an image file that supports searching on dollar amounts, check numbers and capture sequence numbers. It also gives you the full capabilities of the Adobe Reader® installed on your system such as zoom controls.
- **CSV** – a comma separated values file, images are not exported in this format. This is a text file with the first row containing the column names and subsequent rows containing the deposit detail data. Each element is separated by a comma.

Accessing Historical Deposits Data

Historical deposits are deposits which have been successfully submitted to the bank. Historical deposit images are available through RD for up to 90 days. After this time, they can be retrieved through Associated Bank's Image Express service or by contacting Associated Bank's Treasury Management Customer Care Center. You can also look up deposit amounts in Associated Connect. To view historical deposit images, select the **History** tab.

AssociatedBank Remote Deposit				Help
Deposit History				Registration Deposits Approvals History Report
View Deposit History ⓘ				
CapturedProcessingDate	ItemCount	Username	DepositTotal	
3/9/2017 3:42:50 PM	2	paymenttest2	\$25.00	▲
3/9/2017 1:59:18 PM	2	M1User4	\$180.00	
3/9/2017 1:55:45 PM	2	M1User4	\$196.35	
3/9/2017 1:49:55 PM	2	M1User4	\$167.60	
3/9/2017 1:44:56 PM	2	M1User4	\$606.02	
3/5/2017 12:34:51 PM	2	M1User4	\$98.12	
3/5/2017 12:28:14 PM	2	M1User4	\$150.00	
3/5/2017 12:20:36 PM	2	M1User4	\$200.00	
3/5/2017 12:07:23 PM	2	M1User4	\$220.00	
3/3/2017 2:36:24 PM	2	M1User4	\$196.35	
3/3/2017 2:33:38 PM	2	M1User4	\$167.60	▼

To retrieve images for an entire deposit, select the row in the deposit list at the top of the page that represents the deposit you want to view. Once you have selected a deposit to review, you can produce a Deposit Detail Report and/or any of the three Deposit Image Reports (Standard, Front Only or Front Only 1x3). These are covered in more detail in the following pages. To run any of the Deposit Detail Reports, select the link on the history page after selecting a deposit to view.

Deposit Detail Report

This report shows data for the selected deposit. The header area contains transmission date and time, merchant name, deposit date and time, deposit account number, location, deposit total, the number of debits, deposit tracking number and the deposit status. Following the header section, depending on the report you select (there are three options: Standard, Front Only and Front Only (1x3), you will find the images of each item in the deposit starting with the deposit ticket and then each check. To page through the report, use the page controls at the top of the form.

The tabular data contains the capture sequence numbers of the items, debit or credit status, amount of each item, a serial number if used, the account number associated to each item, routing numbers associated with each item, analysis status for items that have had an operator override or other manual change, and the override indicator. To run this report, select the **Deposits Details Report** link on the history page after selecting a deposit to view.

Deposit Image Report

This report shows data for the selected deposit. The header area contains transmission date and time, customer name, deposit date and time, deposit account number, location, deposit amount, the number of debits, deposit tracking number and the deposit status. Following the header section, depending on the report you select (there are three options: Standard, Front Only and Front Only (1x3), you will find the images of each item in the deposit starting with the deposit ticket and then each check. To page through the report, use the page controls at the top of the form.

The tabular data contains the capture sequence number of the items, amount of each item, a serial number if used, the deposit ticket and the front and back image of the check. To run any of the Deposit Detail Reports, select the link on the history page after selecting a deposit to view.

Note: This can be a lengthy report, if you are viewing it online you may want to use the export tool to export it to a PDF for easier navigation and search capabilities.

Searching Historical Deposits

The advanced search feature on the history page allows you to search for a specific item or to return a number of matches based on a range of criteria. This can be used to view a specific deposit ticket or item in the deposit, or to help identify when a deposit was made. To search for items, enter the appropriate criteria and select **Search**. Valid searches use any combination of search fields and search operators (=, <>, <, etc.).

Search Deposit History Items ⓘ

Item Type: All ▾

Start Date:

End Date:

Locations: All ▾

User:

Amount: = ▾

Serial: = ▾

Account: = ▾

Transit Routing: = ▾

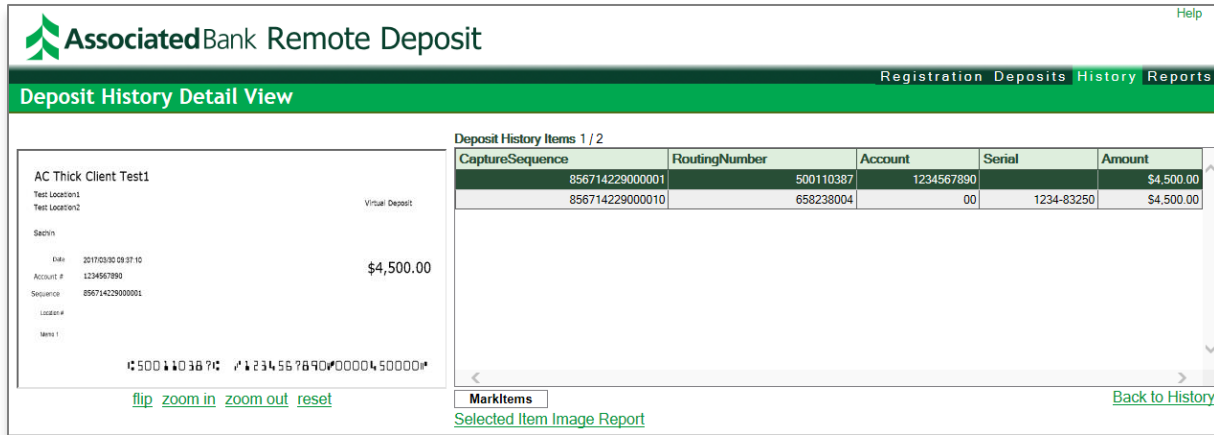
Sequence: = ▾

Search

Marking Items

This function allows you to use the endorser function on supported scanners to print message text on the front of physical items. The purpose of marking is to alert deposit handlers that these items have already been electronically processed as a safeguard against duplicate capture. To mark items electronically deposited, follow these procedures:

1. Select the Deposits tab or the History tab.
2. Select the active link of the desired deposit within My Recent Deposits or View Deposit History.
3. Select **Mark Items** within the Deposits tab.



- Place all items in the scanner backwards so the front of each item can be endorsed with the rear ink jet and select **Start**.

Select **Finish** when all items have been marked.

Ecommerce Site Ordering

Below is a quick overview of the products available for order through the Remote Deposit Ecommerce website. Please visit www.associatedbank-rdscanners.com to view options, create an account and place an order.

Scanner Options

Product	Scanner	Volume	Speed
Remote Lockbox	Cannon DR-240	Low	Single Feed
Remote Deposit	Digital Check CX30	Low	Single Feed
Remote Deposit	Panini I:Deal	Low	Single Feed
Remote Deposit	Digital Check TS240	Medium	High Speed – 50 dpm
Remote Deposit	Digital Check TS240	High	High Speed – 75 dpm
Remote Deposit	Digital Check TS240	High	High Speed – 100 dpm
Remote Deposit	Panini Vision X	High	High Speed – 100 dpm

Consumable Options

Product	Consumable	Scanner Compatibility
Remote Lockbox	Canon DR-C240 Exchange Roller Kit	Canon DR-C240
Remote Deposit	Check Scanner Cleaning Cards (25/Box)	Digital Check TS240 (all speeds), Digital Check CX30, Panini Vision X and Panini I:Deal
Remote Deposit	Digital Check Absorbent Felt Pad	Digital Check TS240 (all speeds)
Remote Deposit	Digital Check Discriminator Roller	Digital Check TS240 (all speeds)
Remote Deposit	Inkjet Print Cartridge – HP C6602A, Black*	Digital Check CX30, TS240 (all speeds) and Panini Vision X.
Remote Deposit	Panini I:Deal Franking Cartridge	Panini I:Deal

Remote Deposit	Panini Vision X MICR O-Ring (Two/package)	Panini Vision X
Remote Deposit	Panini Vision X Supply Kit (contains one Feeder Roller, one Separator Roller, and one Feeder O-Ring.)	Panini Vision X
Remote Deposit	Associated Bank Endorsement Stamp	Panini I:Deal and any scanner that lacks an ink jet cartridge

*Only for inkjet scanner models

Accessory Options

All the scanners come with the power supplies, power cords, USB cables and ink cartridges. Additional power supplies are available for purchase if needed.

Product	Accessory	Scanner Compatibility
Remote Deposit	Cable, USB A/B, v2.0, 6' Black	Digital Check TS240 (all speeds)
Remote Deposit	Digital Check TS240 Power Supply/Power Cord	Digital Check TS240 (all speeds)
Remote Deposit	Digital Check CX30 Power Supply/Power Cord	Digital Check CX30
Remote Deposit	Cable, USB A to Mini B, 6' Black	Digital Check CX30, Panini I:Deal
Remote Deposit	Panini Vision X Power Supply	Panini Vision X
Remote Deposit	Panini Vision X Power Cord	Panini Vision X
Remote Deposit	Panini Vision X Black Extension Feeder	Panini Vision X
Remote Deposit	Panini I:Deal Power Supply/Power Cord	Panini I:Deal

Warranty Options

	Warranty*	Digital Check TS240	Digital Check CX30	Panini Vision X	Panini I:Deal
Newly purchased scanners	One, two or three Year Next Day Advanced Exchange Warranty The customer calls the Benchmark Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service Center within five days using the return shipping label. The Service Center pays for the next day air shipping and return shipping to the Service Center.	✓	✓	✓	✗
	One or two Year Extended Depot Warranty (extension to one year mfg. warranty) The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within seven-10	✓	✓	✓	✗

	business days and returned to the customer. The customer pays shipping to the Service Center and the Service Center pays return shipping via ground. This is the standard manufacturer warranty program.				
Already deployed scanners	One Year Next Day Advanced Exchange Warranty The customer calls the Benchmark Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service Center within five days using the return shipping label. The Service Center pays for the next day air shipping and return shipping to the Service Center.	✓	✓	✓	✗
	One Year Depot Extension Warranty (extension to one year mfg. warranty) The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within seven-10 business days and returned to the customer. The customer pays shipping to the Service Center and the Service Center pays return shipping via ground. This is the standard manufacturer warranty program.	✓	✓	✓	✗

*For more details on what the warranties include, visit the ecommerce site.

Create an Account

To create an account go to www.associatedbank-rdscanners.com. Prior to ordering from this site, it is required that client's create an account. At the time of initial visitation to the site, select **Create an Account** at the top right of the page.



Enter the information required for whom in the business is responsible for the scanner and ordering additional equipment or warranties.

Note: Your login will be the email address entered.

Sign in or Create an Account

Search all products... Q CART

HOME SCANNERS CONSUMABLES ACCESSORIES WARRANTIES SHOP BY DEVICE RETURN TO MAIN SITE

Create Account

First Name
First Name

Last Name
Last Name

Email
Email

Password
Password

CREATE

Quick links
Search
Return to Main Site

About Your Remote Deposit Scanner Fulfillment
Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 470-865-6000.

© 2018 Associated Bank Remote Deposit Scanners
Powered by Shopify

DISCOVER PayPal VISA

A prompt will appear to validate you are not a robot.

To continue, let us know you're not a robot.

I'm not a robot

reCAPTCHA
Privacy - Terms

SUBMIT

You will receive an email to validate the new account.

Associated Bank

Welcome to Associated Bank Remote Deposit Scanners!

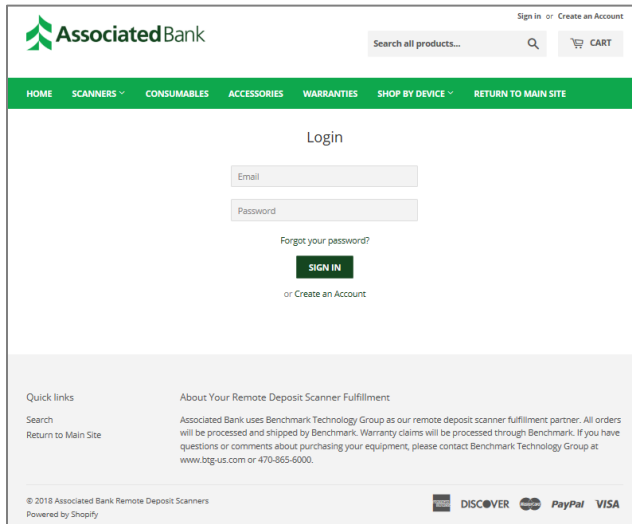
You've activated your customer account. Next time you shop with us, log in for faster checkout.

[Visit our store](#)

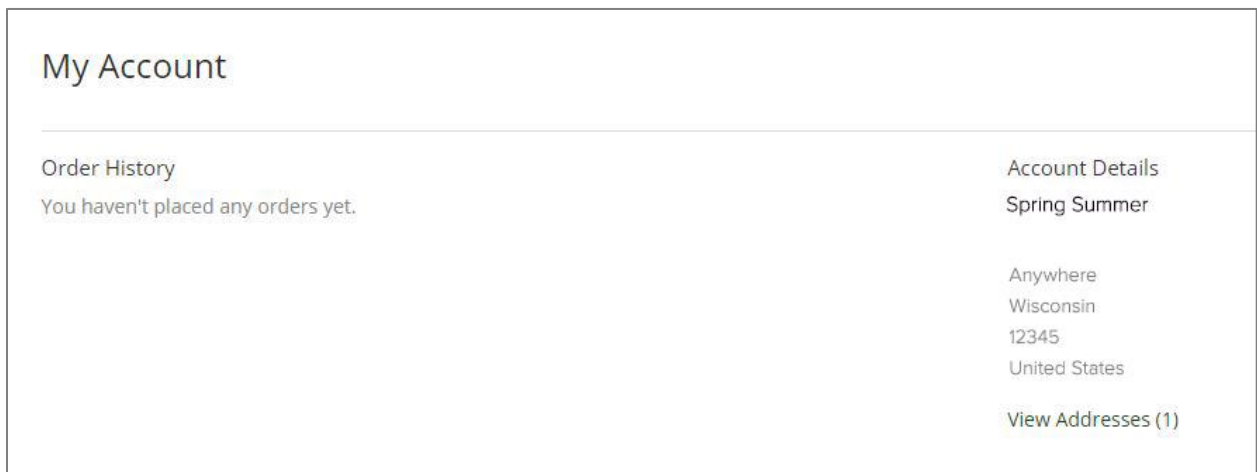
If you have any questions, reply to this email or contact us at ab-ecommerce@btg-us.com

Scanner Ordering

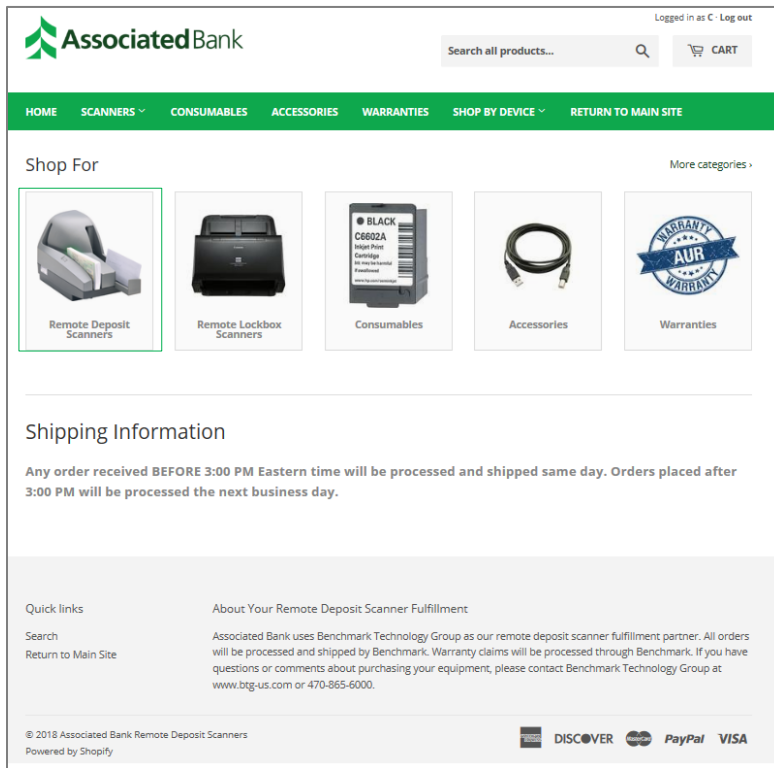
To order a scanner go to www.associatedbank-rdscanners.com and sign in to your account with the email and password created.



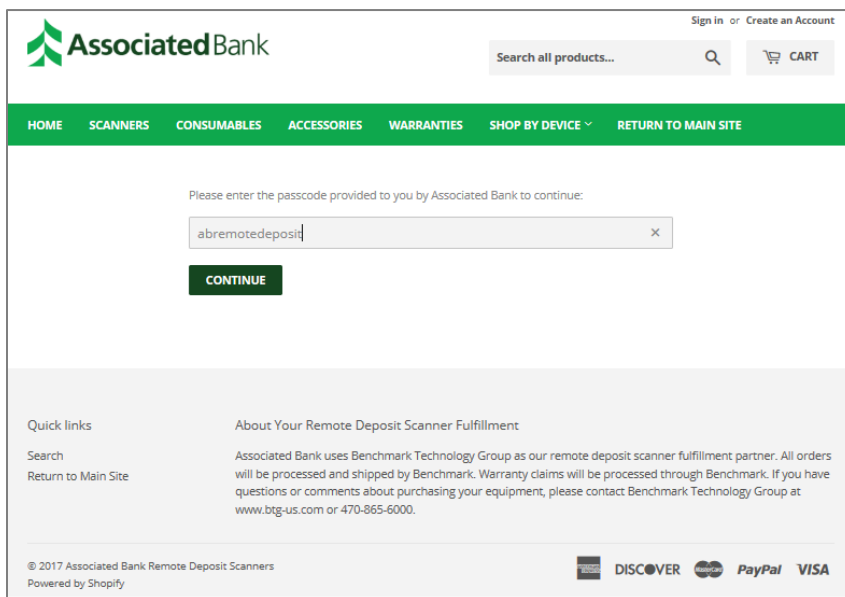
The first screen you will see is the My Account screen, which will show your previous orders.




To order a scanner, select **Remote Deposit Scanner** from your homepage.



Once the Remote Deposit Scanners button is selected, the Bank's passcode may be requested to continue. The passcode is: abremotedeposit



You will be asked if you would like to purchase a Remote Deposit scanner or a Remote Lockbox Scanner. Select **Remote Deposit** and your options will be shown. Specifications are provided in the description for each scanner.



[Sign In](#) | [Create an Account](#)

🔍
🛒 CART

HOME SCANNERS CONSUMABLES ACCESSORIES WARRANTIES SHOP BY DEVICE RETURN TO MAIN SITE







Home > Remote Deposit Scanners

Shop By







- Digital Check C330
- Digital Check TS240
- Panini iDeal
- Panini Vision X

Remote Deposit Scanners

To view the scanner and add to your cart, click on the items in the chart below or scroll above and click on the scanner.

Volume Type	Recommend Scanner
Low Volume Single Feed Check Scanners Scans one check at a time and best suited for scanning 1 to 25 checks per day.	 Digital Check C330  Panini iDeal
Mid Volume Multi Feed Check Scanners Capable of batch scanning up to 50 checks per minute and best suited for scanning 1 to 750 checks per day.	 Digital Check TS240 50dpm
High Volume Multi Feed Check Scanners Capable of batch scanning up to 75-100 checks per minute depending on the model and best suited for scanning 1-1000 checks per day.	 Digital Check TS240 75dpm  Digital Check TS240 100dpm  Panini Vision X 100dpm

Sort by: Featured 🔼 🔽

	Digital Check C330 Inkjet Check Scanner The Digital Check C330 is perfect for low-volume check scanning users. This single feed scanner was the first check scanner designed specifically for remote deposit capture, combining accuracy and reliability with...	\$345⁰⁰
	Panini iDeal Check Scanner The Panini iDeal single document check scanner is a line-through product designed specifically for the remote deposit capture needs of small business. The iDeal utilizes patented technologies to deliver capabilities...	\$308⁰⁰
	Digital Check TS240 Inkjet 50dpm Check Scanner The Digital Check TellerScan TS240 scanner is Digital Check's workhorse check scanner for higher-volume remote deposit capture environments. Powerful enough to handle large stacks of documents and affordable enough for...	\$675⁰⁰
	Digital Check TS240 Inkjet 75dpm Check Scanner The Digital Check TellerScan TS240 scanner is Digital Check's workhorse check scanner for higher-volume remote deposit capture environments. Powerful enough to handle large stacks of documents and affordable enough for...	\$780⁰⁰
	Digital Check TS240 Inkjet 100dpm Check Scanner The Digital Check TellerScan TS240 scanner is Digital Check's workhorse check scanner for higher-volume remote deposit capture environments. Powerful enough to handle large stacks of documents and affordable enough for...	\$990⁰⁰
	Panini Vision X Inkjet 100dpm Check Scanner The Panini Vision X check scanner is a scalable check scanning platform designed specifically for distributed check capture. A Vision X device can be quickly and easily upgraded via a...	\$1,019⁰⁰

Quick links




[Search](#)

[Return to Main Site](#)

About Your Remote Deposit Scanner Fulfillment


Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 479-803-6200.

© 2018 Associated Bank Remote Deposit Scanners
Powered by Shopify


Once a scanner is selected, a quantity can be entered to add to the user's cart.

Home > Remote Deposit Scanners > Digital Check TS240 Inkjet 50dpm Che...



Digital Check TS240 Inkjet 50dpm Check Scanner
\$675⁰⁰

Quantity
- 1 +



 **ADD TO CART**

The Digital Check TellerScan TS240 scanner is Digital Check's workhorse check scanner for higher-volume remote deposit capture environments. Powerful enough to handle large stacks of documents and affordable enough for small businesses, the TS240 remains the most popular and versatile check scanning device in Digital Check's lineup.

Note: All scanners come with the standard manufacturer warranty (1 year Depot Warranty) unless another warranty is selected.

By selecting the cart, the page will expand above the screen.


Shopping Cart


	Digital Check TS240 Inkjet 50dpm Check Scanner	1 x	\$675 ⁰⁰	
---	--	-----	---------------------	---

Special instructions for seller

Subtotal \$675⁰⁰

Shipping, taxes, and discounts will be calculated at checkout.

 **CHECKOUT**



Select **CHECKOUT**.

The next screen will ask for the shipping address where the item(s) should be sent. The client can also enter a Coupon Code at this time. Sales tax and shipping cannot be waived with a coupon code. Tax exempt entities can provide a copy of their tax exempt letter to Associated Bank to waive sales tax.

AssociatedBank
 Cart > Information > Shipping > Payment

Contact information
 Spring Summer (Spring.Summer@ABCCompany.com)
 Log out

Shipping address
 Stored addresses: New address...
 First name: Spring Last name: Summer
 Company: ABC Company
 Address: 111 Anywhere Street
 Apartment, suite, etc. (optional):
 City: Anywhere
 Country/Region: United States State: Wisconsin ZIP code: 12345
 Phone: (555) 555-5555

[Return to cart](#) **Continue to shipping method**

Digital Check TS240 Inkjet 50dpm Check Scanner \$675.00

Discount code **Apply**

Subtotal \$675.00
 Shipping Calculated at next step
 Taxes \$54.00

Total USD \$729.00

Once you select your scanner, select how you would like the item(s) to be shipped.

Shipping method



<input checked="" type="radio"/> UPS Ground	\$25.00
<input type="radio"/> UPS 2-Day	\$55.00
<input type="radio"/> UPS Next Day	\$75.00


[Return to customer information](#) **Continue to payment method**

Once you continue to the Payment Method, you will have the option to pay via credit card (Visa®, Mastercard®, American Express®, Discover®), PayPal® or purchase order.


Note: See [Paypal Payment Method](#) and [Purchase Order Payment Method](#) sections for further information on these payment types.



Payment
All transactions are secure and encrypted.

Credit card VISA  AMEX 

Card number 

Name on card

Expiration date (MM / YY) Security code 

PayPal VISA  AMEX 

Purchase Order

Billing address

Same as shipping address

Use a different billing address

[Return to shipping method](#)

Once the order has been completed, you will receive a confirmation of the order, as well as a confirmation email.

Ordering Consumables


Once on the page, www.associatedbank-rdscanners.com, select **Consumables**.

The screenshot shows the Associated Bank website interface. At the top, there is a search bar with the text "Search all products..." and a "CART" icon. The navigation menu includes "HOME", "SCANNERS", "CONSUMABLES" (which is highlighted in green), "ACCESSORIES", "WARRANTIES", "SHOP BY DEVICE", and "RETURN TO MAIN SITE". Below the navigation, there is a "Shop For" section with five categories: "Remote Deposit Scanners", "Remote Lockbox Scanners", "Consumables" (highlighted with a green border), "Accessories", and "WARRANTIES". Below this, there is a "Shipping Information" section with the text: "Any order received BEFORE 3:00 PM Eastern time will be processed and shipped same day. Orders placed after 3:00 PM will be processed the next business day." At the bottom, there are "Quick links" for "Search" and "Return to Main Site", and a section titled "About Your Remote Deposit Scanner Fulfillment" with contact information for Benchmark Technology Group. The footer includes copyright information for 2018 and logos for Discover, PayPal, and Visa.

Once the Consumables button is selected within the page, the Bank's passcode may be requested to continue. The passcode is: abremotedeposit

The screenshot shows the Associated Bank website interface with a passcode prompt. The navigation menu is the same as in the previous screenshot, with "CONSUMABLES" highlighted. Below the navigation, there is a prompt: "Please enter the passcode provided to you by Associated Bank to continue:". A text input field contains the passcode "abremotedeposit" and has a small "x" icon to its right. Below the input field is a green "CONTINUE" button. Below this, there is a "Quick links" section for "Search" and "Return to Main Site", and a section titled "About Your Remote Deposit Scanner Fulfillment" with contact information for Benchmark Technology Group. The footer includes copyright information for 2017 and logos for Discover, PayPal, and Visa.

The consumable options will show on the page.



[Sign in](#) or [Create an Account](#)

Q CART

[HOME](#) [SCANNERS](#) [CONSUMABLES](#) [ACCESSORIES](#) [WARRANTIES](#) [SHOP BY DEVICE](#) [RETURN TO MAIN SITE](#)









Home > Consumables

Shop By

- Canon DR-C240
- Digital Check CX30
- Digital Check TS240
- Panini i:Deal
- Panini Vision X

Consumables

Sort by Alphabetically, A-Z

	Canon DR-C240 Exchange Roller Kit Compatible with: Canon DR-C240	\$58 ⁰⁰
	Check Scanner Cleaning Cards (25/box) Box of 25 cleaning cards that are compatible with: Digital Check TS240, Digital Check CX30, Panini Vision X and Panini i:Deal.	\$41 ⁰⁰
	Digital Check Absorbent Felt Pad Compatible with: Digital Check TS240	\$15 ⁰⁰
	Digital Check Discriminator Roller Compatible with: Digital Check TS240	\$19 ⁰⁰
	Inkjet Print Cartridge - HP C6602A, Black Compatible with: Digital Check CX30, TS240 and Panini Vision X. The Ink cartridge is only required for Inkjet models.	\$19 ⁰⁰
	Panini i:Deal Franking Cartridge Compatible with: Panini i:Deal The roller stamps ELECTRONICALLY DEPOSITED across the front of the item.	\$21 ⁰⁰
	Panini Vision X MICR O-Ring (2/package) Compatible with: Panini Vision X	\$10 ⁰⁰
	Panini Vision X Supply Kit Compatible with: Panini Vision X The Vision X supply kits contains: 1 Feeder Roller, 1 Separator Roller and 1 Feeder O-Ring.	\$31 ⁰⁰

Quick links




[Search](#)


[Return to Main Site](#)

About Your Remote Deposit Scanner Fulfillment.

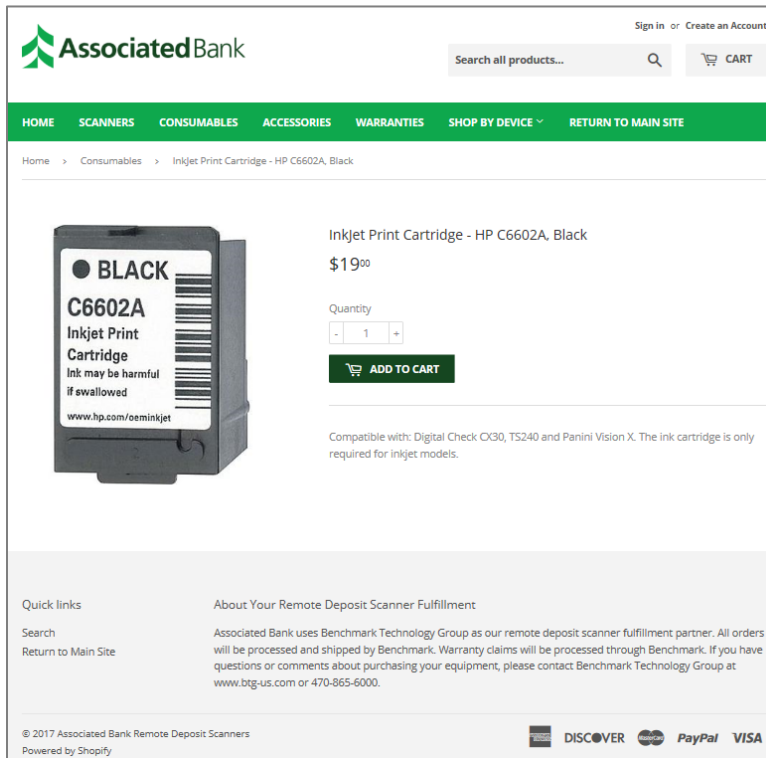
Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 470-865-6000.

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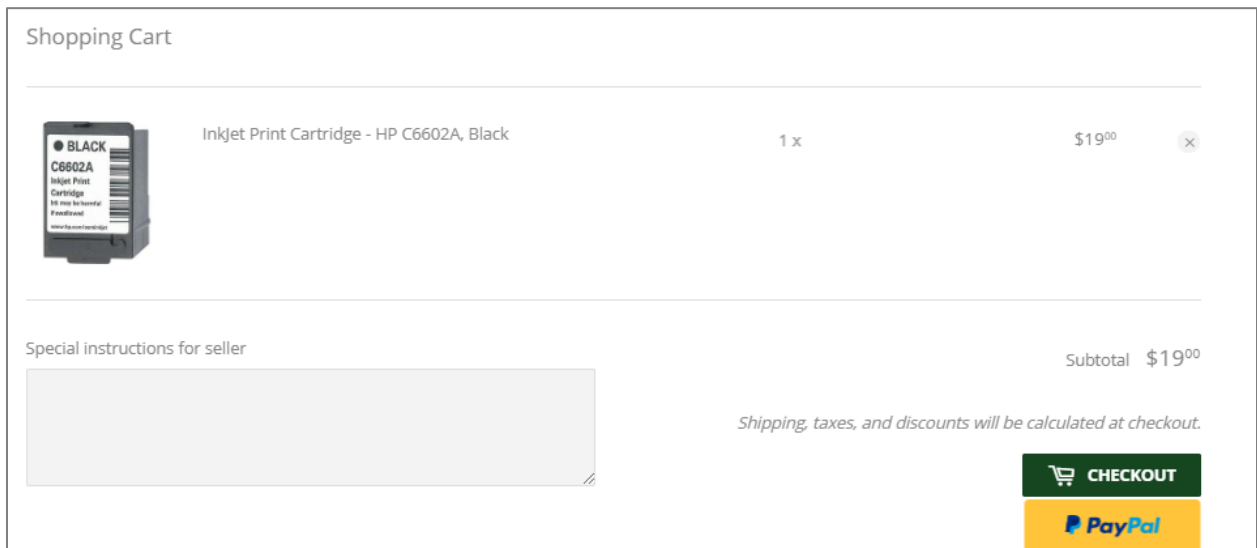






Items to be purchased can be selected and the number of items can be put into the user's cart.



By selecting the cart, the page will expand above the screen.



Select **CHECKOUT**.

The next screen will ask for the shipping address where the item(s) should be sent.

Note: If you have an account, this screen will auto populate with your shipping address.

AssociatedBank

Cart > Information > Shipping > Payment

Contact information

Spring Summer (Spring.Summer@ABCCompany.com)
Log out

Shipping address

New address...

First name: Last name:

Company:

Address:

Apartment, suite, etc. (optional):

City:

Country/Region: State: ZIP code:

Phone:

[Return to cart](#)

InkJet Print Cartridge - HP C6602A, Black \$19.00

Discount code

Subtotal **\$19.00**

Shipping Calculated at next step

Taxes **\$1.52**

Total USD **\$20.52**

Once user continues to shipping method, they can choose how they would like the item(s) to be shipped.

Shipping method


<input checked="" type="radio"/> UPS Ground	\$25.00
<input type="radio"/> UPS 2-Day	\$55.00
<input type="radio"/> UPS Next Day	\$75.00


[Return to customer information](#)

Once the user continues to the Payment Method, they will have the option to pay via credit card (Visa, Mastercard, American Express, Discover, PayPal) or purchase order.


Note: See [Paypal Payment Method](#) and [Purchase Order Payment Method](#) sections for further information on these payment types.


Payment
All transactions are secure and encrypted.

Credit card 

Card number 

Name on card

Expiration date (MM / YY) Security code 

PayPal 

Purchase Order

Billing address

Same as shipping address

Use a different billing address



[Return to shipping method](#)

Once the order has been completed, you will receive a confirmation of the order, as well as a confirmation email.

Ordering Accessories


Once on the page www.associatedbank-rdscanners.com, select **Accessories**.


AssociatedBank Logged in as C · Log out


Search all products...   CART


HOME SCANNERS **CONSUMABLES** ACCESSORIES WARRANTIES SHOP BY DEVICE **RETURN TO MAIN SITE**


Shop For More categories >

 Remote Deposit Scanners

 Remote Lockbox Scanners

 Consumables

 Accessories

 Warranties

Shipping Information

Any order received BEFORE 3:00 PM Eastern time will be processed and shipped same day. Orders placed after 3:00 PM will be processed the next business day.

Quick links




Search

Return to Main Site

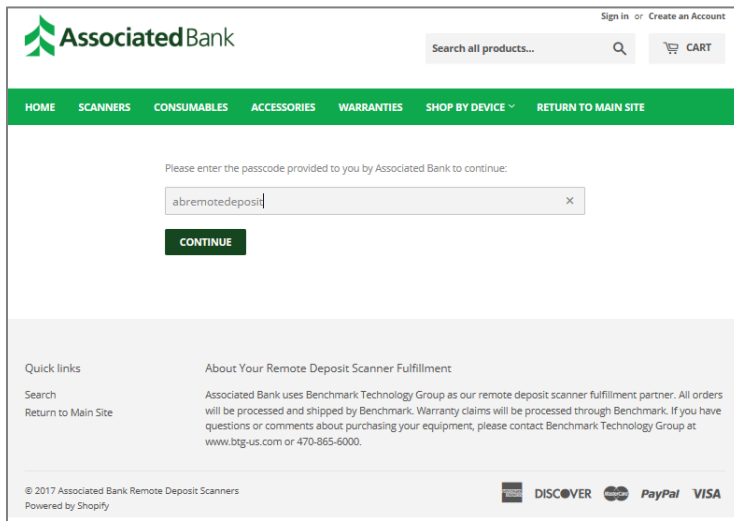
About Your Remote Deposit Scanner Fulfillment

Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 470-865-6000.

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 DISCOVER  PayPal  VISA

Once the Accessories button is selected within the page, the Bank's passcode may be requested to continue. It is: abremotedeposit.



The accessory options will show on the page.



Items to be purchased can be selected and the number of items can be put into the user's cart.

The screenshot shows the Associated Bank website's product page for a "Cable, USB A to Mini B, 6' Black". The page features a green navigation bar with links for HOME, SCANNERS, CONSUMABLES, ACCESSORIES, WARRANTIES, SHOP BY DEVICE, and RETURN TO MAIN SITE. The product image is on the left, and the price is \$15.00. A quantity selector is set to 1, and there is an "ADD TO CART" button. Below the product, it states "Compatible with: Digital Check CX30, Panini I:Deal". The footer includes quick links, a disclaimer about Benchmark Technology Group, and payment logos for Discover, PayPal, and Visa.

By selecting the cart, the page will expand above the screen.

The screenshot shows the shopping cart page. The cart contains one item: "Cable, USB A to Mini B, 6' Black" with a quantity of 1 and a price of \$15.00. Below the cart items is a text area for "Special instructions for seller". The subtotal is \$15.00. A note states "Shipping, taxes, and discounts will be calculated at checkout." At the bottom right, there are "CHECKOUT" and "PayPal" buttons.

Select **CHECKOUT**

The next screen will ask for the shipping address where the item(s) should be sent.

The screenshot displays the Associated Bank checkout interface. On the left, the 'Shipping address' section includes a dropdown for 'New address...', and input fields for 'First name' (Spring), 'Last name' (Summer), 'Company' (ABC Company), 'Address' (111 Anywhere Street), 'Apartment, suite, etc. (optional)', 'City' (Anywhere), 'Country/Region' (United States), 'State' (Wisconsin), 'ZIP code' (12345), and 'Phone' ((555) 555-5555). A 'Continue to shipping method' button is at the bottom right of this section. On the right, the 'Order summary' shows a product 'Cable, USB A to Mini B, 6' Black' for \$15.00. Below it is a 'Discount code' field with an 'Apply' button. The summary table lists: Subtotal (\$15.00), Shipping (Calculated at next step), Taxes (\$1.20), and a Total of USD \$16.20. A 'Return to cart' link is at the bottom left.


Once user continues to shipping method, they can choose how they would like the item(s) to be shipped.


The screenshot shows the 'Shipping method' selection screen. It features three radio button options: 'UPS Ground' selected at \$25.00, 'UPS 2-Day' at \$55.00, and 'UPS Next Day' at \$75.00. At the bottom, there is a 'Return to customer information' link on the left and a 'Continue to payment method' button on the right.

Once the user continues to the Payment Method, they will have the option to pay via credit card (Visa, Mastercard, American Express, Discover), PayPal or purchase order.


Note: See [Paypal Payment Method](#) and [Purchase Order Payment Method](#) sections for further information on these payment types.


Payment
All transactions are secure and encrypted.

Credit card 

Card number 

Name on card

Expiration date (MM / YY) Security code 

PayPal 

Purchase Order

Billing address

Same as shipping address

Use a different billing address



[Return to shipping method](#)

Once the order has been completed, you will receive a confirmation of the order, as well as a confirmation email.

Purchasing Warranties

Once on the page www.associatedbank-rdscanners.com, select **Warranties**.

AssociatedBank Logged in as C · Log out

Search all products...   CART

HOME SCANNERS CONSUMABLES ACCESSORIES WARRANTIES SHOP BY DEVICE RETURN TO MAIN SITE

Shop For More categories

Remote Deposit Scanners Remote Lockbox Scanners Consumables Accessories Warranties

Shipping Information

Any order received BEFORE 3:00 PM Eastern time will be processed and shipped same day. Orders placed after 3:00 PM will be processed the next business day.




Quick links

Search
Return to Main Site

About Your Remote Deposit Scanner Fulfillment

Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 470-865-6000.

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DISCOVER   

Once the Warranties button is selected within the page, the Bank’s passcode may be requested to continue. The passcode is: abremotedeposit.

Associated Bank

Sign in or Create an Account

Search all products... Q CART

HOME SCANNERS CONSUMABLES ACCESSORIES WARRANTIES SHOP BY DEVICE RETURN TO MAIN SITE

Please enter the passcode provided to you by Associated Bank to continue:

abremotedeposit X

CONTINUE

Quick links

Search

Return to Main Site

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DISCOVER PayPal VISA

The warranty options will show on the page.


Warranties

Sort by Featured

	Digital Check 1 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$79 ⁰⁰
	Digital Check 2 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$139 ⁰⁰
	Digital Check 3 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$209 ⁰⁰
	Digital Check 1 Year Extended Depot Warranty The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$74 ⁰⁰
	Digital Check 2 Year Extended Depot Warranty The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$124 ⁰⁰
	Digital Check 1 Year Next Day Advanced Exchange Warranty - Already Deployed Unit The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$108 ⁰⁰
	Digital Check 1 Year Depot Extension Warranty - Already Deployed Unit The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$77 ⁰⁰
	Panini Vision X 1 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$93 ⁰⁰

	Panini Vision X 1 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$93 ⁰⁰
	Panini Vision X 2 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$162 ⁰⁰
	Panini Vision X 3 Year Next Day Advanced Exchange Warranty The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$227 ⁰⁰
	Panini Vision X 1 Year Extended Depot Warranty The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$88 ⁰⁰
	Panini Vision X 2 Year Extended Depot Warranty The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$145 ⁰⁰
	Panini Vision X 1 Year Next Day Advanced Exchange Warranty - Already Deployed Unit The customer calls the Service Center and a refurbished replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service...	\$113 ⁰⁰
	Panini Vision X 1 Year Depot Extension Warranty - Already Deployed Unit The customer sends a defective unit to the Service Center. The unit is generally repaired or replaced within 7-10 business days and returned to the customer. The customer pays shipping...	\$91 ⁰⁰


Items to be purchased can be selected and the number of items can be put into the user's cart.


Sign in or Create an Account

Q
CART

HOME SCANNERS CONSUMABLES ACCESSORIES WARRANTIES SHOP BY DEVICE RETURN TO MAIN SITE

Home > Warranties > Digital Check 1 Year Next Day Advance...



Digital Check 1 Year Next Day Advanced Exchange Warranty

\$79⁰⁰

Quantity

[ADD TO CART](#)

The customer calls the Service Center and a replacement unit is shipped overnight to replace the defective unit. The defective unit is placed in the box and returned to the Service Center within 5 days using the return shipping label. The Service Center pays for the next day air shipping and return shipping to the Service Center.

This warranty is good for the Digital Check TS240 and the Digital Check CX30.

Quick links


[Search](#)

[Return to Main Site](#)

About Your Remote Deposit Scanner Fulfillment


Associated Bank uses Benchmark Technology Group as our remote deposit scanner fulfillment partner. All orders will be processed and shipped by Benchmark. Warranty claims will be processed through Benchmark. If you have questions or comments about purchasing your equipment, please contact Benchmark Technology Group at www.btg-us.com or 470-865-6000.

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By selecting the cart, the page will expand above the screen.

Shopping Cart

	Digital Check 1 Year Next Day Advanced Exchange Warranty	1 x	\$79 ⁰⁰	<input type="checkbox"/>
---	--	-----	--------------------	--------------------------

Special instructions for seller


Subtotal \$79⁰⁰

Shipping, taxes, and discounts will be calculated at checkout.

[CHECKOUT](#)


Select **CHECKOUT**.

The next screen will ask for the shipping address where the warranty information should be sent.



Cart > Information > Payment

Contact information

 Spring Summer (Spring.summer@ABCCompany.com)
[Log out](#)

Shipping address

New address...

First name: Last name:

Company:

Address:


Apartment, suite, etc. (optional):

City:

Country/Region: State: ZIP code:

Phone:

[Return to cart](#)

	Digital Check 1 Year Next Day Advanced Exchange Warranty	\$79.00
---	--	---------

Discount code:

Subtotal	\$79.00
Taxes	\$6.32
Total	USD \$85.32

Once the user continues to the Payment Method, they will have the option to pay via credit card (Visa, Mastercard, American Express, Discover), PayPal or purchase order.

Note: See [Paypal Payment Method](#) and [Purchase Order Payment Method](#) sections for further information on these payment types.

The screenshot shows a 'Payment' form with the following elements:

- Payment Method Selection:** Three radio button options are shown: 'Credit card' (selected), 'PayPal', and 'Purchase Order'. Each option includes logos for VISA, Mastercard, and AMEX.
- Card Information Fields:** Under the 'Credit card' option, there are input fields for 'Card number', 'Name on card', 'Expiration date (MM / YY)', and 'Security code'.
- Billing Address Selection:** Below the payment methods, there are two radio button options: 'Same as shipping address' (selected) and 'Use a different billing address'.
- Navigation:** A green button labeled 'Pay now' is at the bottom right, and a link '< Return to shipping method' is at the bottom left.

Once the order has been completed, you will receive a confirmation of the order, as well as confirmation email.

PayPal Payment Method

Within the Payment Method screen, you have an option to pay with PayPal.

This screenshot shows the 'Payment' form with the 'PayPal' option selected. The 'Credit card' option is unselected. The 'Billing address' section is not visible in this view.

After selecting complete order, clients will be redirected to the PayPal login page to continue and complete the payment.



Pay with PayPal

With a PayPal account, you're eligible for free return shipping, Purchase Protection, and more.

Stay logged in for faster checkout [?](#)
Not recommended on shared devices.

Log In

Daily Workflow Guide

This checklist will help guide you through your daily deposit process using Remote Deposit from Associated Bank.

1. Startup PC and scanner.
2. Launch Internet Browser
3. Sign in to Associated Connect directly from Associated Bank's website at AssociatedBank.com/Business or AssociatedBank.com/Commercial.
4. Look for "Remote Deposit" in your left navigation menu. Depending on how many services you have, Remote Deposit may be grouped under the Payments and Transfers category.
5. You will be required to authenticate your identity before gaining access to this service, either through your physical or mobile token.
6. Select your account number and key your deposit control total, then select **Proceed**.
7. Optionally, you can populate the "Memo1" and/or "Location #" field.
8. Select **Capture Items**.

Note: Upon your initial deposit, you will be asked to register.

 - A. Select system location from the dropdown box.
 - B. Select the scanner type that was shipped to you.
 - C. Select **Register**.
9. Place check(s) in the scanner and wait for the items to complete scanning. Checks should be organized uniformly before scanning.

Note: If you have a single-feed scanner. You will need to feed the checks one-by-one to the scanner; otherwise the capture will result in a scanner jam.
10. To move to the next step, select **Stop Scan** on the capture screen. Review the items in the list to make sure they all have a routing number and account number. Remove any that don't and rescan them. Select **Proceed** to go to correct mode.
11. Correct any items that failed scanning by removing the item from the scanner/deposit.
12. Check to ensure the control total and scanned total are balanced. Correct any balance inconsistencies by either adjusting the control total (if entered incorrectly) or correcting the item(s). When the deposit is balanced select **Proceed**.

Note: This step can take up to 20 seconds to complete. Please allow the page to refresh. Once you see the virtual deposit ticket, you can continue.
13. The deposit is now ready for submission to the bank. To transmit, select **Finish Deposit**.
14. Depending on your reporting requirements, print or save one of the Deposit Reports of your choice.
15. Select **Depsoit** to start a new deposit or select the **X** to close the window. Sign out of Associated Connect.
16. Monitor your email for a deposit confirmation.

If you have more specific questions, access our online help for the Remote Deposit User Guide. The user guide provides an easy-to-read guide of system navigation. If you have questions about Remote Deposit, please call Treasury Management Customer Care at 800-270-2707, option 2 (available 24/7/365).

Privacy Policy

SECTION 1: WHAT INFORMATION DO WE COLLECT?

We collect information from you when you register on the site, place an order, enter a contest or sweepstakes, respond to a survey or communication such as e-mail, or participate in another site feature.

When ordering or registering, we may ask you for your name, e-mail address, mailing address, phone number, credit card information or other information. You may, however, visit our site anonymously.

We also collect information about gift recipients so that we can fulfill the gift purchase. The information we collect about gift recipients is not used for marketing purposes.

Like many websites, we use "cookies" to enhance your experience and gather information about visitors and visits to our websites. Please refer to the "Do we use 'cookies'?" section below for information about cookies and how we use them.

SECTION 2: HOW DO WE USE YOUR INFORMATION?

We may use the information we collect from you when you register, purchase products, enter a contest or promotion, respond to a survey or marketing communication, surf the website, or use certain other site features in the following ways:

- To personalize your site experience and to allow us to deliver the type of content and product offerings in which you are most interested.
- To allow us to better service you in responding to your customer service requests.
- To quickly process your transactions.
- To administer a contest, promotion, survey or other site feature.
- If you have opted-in to receive our e-mail newsletter, we may send you periodic e-mails. If you would no longer like to receive promotional e-mail from us, please refer to the "How can you opt-out, remove or modify information you have provided to us?" section below. If you have not opted-in to receive e-mail newsletters, you will not receive these e-mails. Visitors who register or participate in other site features such as marketing programs and 'members-only' content will be given a choice whether they would like to be on our e-mail list and receive e-mail communications from us.

SECTION 3: HOW DO WE PROTECT VISITOR INFORMATION?

We implement a variety of security measures to maintain the safety of your personal information. Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. When you place orders or access your personal information, we offer the use of a secure server. All sensitive/credit information you supply is transmitted via Secure Socket Layer (SSL) technology and then encrypted into our databases to be only accessed as stated above.

SECTION 4: COOKIES

Our site uses cookies. Cookies are small files that a site or its service provider transfers to your computer's hard drive through your Web browser (if you allow) that enables the site's or service provider's systems to recognize your browser and capture and remember certain information. For instance, we use cookies to help us remember and process the items in your shopping cart. They are also used to help us understand your preferences based on previous or current site activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future.

We may contract with third-party service providers to assist us in better understanding our site visitors. These service providers are not permitted to use the information collected on our behalf except to help us conduct and improve our business.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Netscape Navigator or Internet Explorer) settings. Each browser is a little different, so look at your browser Help menu to learn the correct way to modify your cookies. If you turn cookies off, you won't have access to many features that make your site experience more efficient and some of our services will not function properly. However, you can still place orders over the telephone by contacting customer service.

SECTION 5: DISCLOSURE TO OUTSIDE PARTIES

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information unless we provide you with advance notice, except as described below. The term "outside parties" does not include Benchmark Technology Group. It also does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others' rights, property, or safety.

However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

SECTION 6: HOW TO OPT-OUT, REMOVE OR MODIFY INFORMATION

To modify your e-mail subscriptions, please let us know by modifying your preferences in the "My Account" section. Please note that due to email production schedules you may receive any emails already in production.

To delete all of your online account information from our database, sign into the "My Account" section of our site and remove your shipping addresses, billing addresses & payment information. Please note that we may maintain information about an individual sales transaction in order to service that transaction and for record keeping.

SECTION 7: THIRD PARTY LINKS

In an attempt to provide you with increased value, we may include third party links on our site. These linked sites have separate and independent privacy policies. We therefore have no responsibility or liability for the content and activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these linked sites (including if a specific link does not work).

SECTION 8: CHANGES TO OUR PRIVACY POLICY

If we decide to change our privacy policy, we will post those changes on this page. Policy changes will apply only to information collected after the date of the change. This policy was last modified on August 6, 2003.

SECTION 9: QUESTIONS AND FEEDBACK

We welcome your questions, comments, and concerns about privacy. Please send us any and all feedback pertaining to privacy, or any other issue.

SECTION 10: ONLINE POLICY ONLY

This online privacy policy applies only to information collected through our website and not to information collected offline.

SECTION 11: TERMS AND CONDITIONS

Please also visit our Terms and Conditions section establishing the use, disclaimers, and limitations of liability governing the use of our website.

SECTION 12: YOUR CONSENT

By using our site, you consent to our privacy policy.

Refund Policy

Any returns must be pre-authorized and include a Returned Merchandise Authorization (RMA) number on the outside of the box for the item(s) to be accepted by the Benchmark Receiving department. Any products that do not have an authorized RMA number are subject to be refused on delivery and may be returned to the sender at sender's expense.

We accept returns for exchange or refund 7 calendar days after delivery of the product. At our sole discretion after 7 calendar days, we will offer an exchange or credit only. Items must be in "new, unaltered and unused condition" to be eligible for a refund. Definition of new, unaltered and unused condition is:

- Without showing signs of wear or damage in any way
- Within 7 calendar days of the delivery date (after 7 days no returns are allowed)
- Must not be a special order or a custom order
- Unless noted that it cannot be returned or has a different return policy time period other than that 7 days noted in that item's particular item description.

If an item is received damaged or is incorrectly shipped by us please contact Customer Support immediately. Items that are defective and shipped from us or items that you did not order but received from us will qualify for a credit or a cash refund.

Refunds are contingent upon inspection of item(s) once we receive it.

There is a 15% restocking fee for returned items that are not being exchanged and are not damaged. Again you MUST contact us within 7 days if you intend to return ANY item back to our store. Items returned to us AFTER 7 days and WITHOUT contacting us will NOT be refunded.

Customer is responsible for all shipping costs if seller is not at fault.

Terms of Service

PLEASE READ THE FOLLOWING TERMS AND CONDITIONS OF USE CAREFULLY BEFORE USING THIS WEBSITE. All users of this site agree that access to and use of this site are subject to the following terms and conditions and other applicable law. If you do not agree to these terms and conditions, please do not use this site.

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Typographical Errors

In the event that a Benchmark Technology Group product is mistakenly listed at an incorrect price, Benchmark Technology Group reserves the right to refuse or cancel any orders placed for product listed at the incorrect price. Benchmark Technology Group reserves the right to refuse or cancel any such orders whether or not the order has been confirmed and your credit card charged. If your credit card has already been charged for the purchase and your order is cancelled, Benchmark Technology Group shall issue a credit to your credit card account in the amount of the incorrect price.

Term; Termination

These terms and conditions are applicable to you upon your accessing the site and/or completing the registration or shopping process. These terms and conditions, or any part of them, may be terminated by Benchmark Technology Group without notice at any time, for any reason. The provisions relating to Copyrights, Trademark, Disclaimer, Limitation of Liability, Indemnification and Miscellaneous, shall survive any termination.

Notice

Benchmark Technology Group may deliver notice to you by means of e-mail, a general notice on the site, or by other reliable method to the address you have provided to Benchmark Technology Group.

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Your use of this site shall be governed in all respects by the laws of the state of Georgia, U.S.A., without regard to choice of law provisions, and not by the 1980 U.N. Convention on contracts for the international sale of goods. You agree that jurisdiction over and venue in any legal proceeding directly or indirectly arising out of or relating to this site (including but not limited to the purchase of Benchmark Technology Group products) shall be in the state or federal courts located in Fulton County, Georgia. Any cause of action or claim you may have with respect to the site (including but not limited to the purchase of Benchmark Technology Group products) must be commenced within one (1) year after the claim or cause of action arises. Benchmark Technology Group's failure to insist upon or enforce strict performance of any provision of these terms and conditions shall not be construed as a waiver of any provision or right. Neither the course of conduct between the parties nor trade practice shall act to modify any of these terms and conditions. Benchmark Technology Group may assign its rights and duties under this Agreement to any party at any time without notice to you.

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In an attempt to provide increased value to our visitors, Benchmark Technology Group may link to sites operated by third parties. However, even if the third party is affiliated with Benchmark Technology Group, Benchmark Technology Group has no control over these linked sites, all of which have separate privacy and data collection practices, independent of Benchmark Technology Group. These linked sites are only for your convenience and therefore you access them at your own risk. Nonetheless, Benchmark Technology Group seeks to protect the integrity of its web site and the links placed upon it and therefore requests any feedback on not only its own site, but for sites it links to as well (including if a specific link does not work).