

CB Online Banking (OLB) service requires current versions of Microsoft Edge, Apple Safari, Google Chrome, or Mozilla Firefox. If your browser does not meet these requirements, you may be unable to access our Online Banking.

Part 1: Account Holder Information

Company Name					
Company Street Address					
City		State		Zip Code	
Mailing Address (if different than above)					
City		State		Zip Code	
Company Phone Number			Tax ID Number		
Primary Contact (regarding OLB matters)					

Part 2: Designation of Accounts for CB's Online Banking

- Please enter the accounts you wish to access through CB's Online Banking service. Note that you must be an Owner or Authorized Signer on each account listed.
- ACH Origination-Direct deposit for payroll or accounts payable. Additional agreements are required and fees may apply. Place an "X" in the ACH Orig column if you would like to use this feature on the listed account.
- Bill Pay-Available on Checking accounts only. Place an "X" in the Bill Pay column if you would like to use this feature on the listed account.
- Transfer Funds-Please see Funds Transfer Ability by Account below. If you would like the ability to transfer funds on the listed account, place an "X" in the applicable box to indicate if you will be transferring funds "from" the account only, "to" the account only, or "both."

Note: If this section is left **blank**, you will have access **to all of your accounts** at Community Bank with all capabilities.

	Account Type	Account Number	ACH Orig	Bill Pay	Transfer Funds		
					From	To	Both
1							
2							
3							
4							
5							

Account Types: DDA-Checking Account, MM-Money Market Account, SAV-Savings Account, LN-Loan

Bill Pay: All payments are sent by CHECK for the first 90 days with a NEW Bill Pay profile.

Funds Transfer Ability by Account: Transfers may be made to and from Checking accounts, Money Market accounts, and Savings accounts. A transfer may be made to a Loan, but not from a loan account.

Part 3: Token Use

All OLB profiles are subject to authentication. Standard authentication requires a code and either a phone call or text message. Authentication is required each time a new device or browser is used to access an OLB profile. Authentication may be used at other times as well. For added security, companies can choose to use soft tokens. The RSA Authenticator app is installed on a user's mobile phone. Each time the user logs in to the OLB website, the user must provide an eight (8) digit PIN and an eight (8) digit code provided in the authenticator app. Soft tokens can also be required for ACH origination transactions and are strongly encouraged. Company may choose to issue tokens to only to users with ACH Origination and/or Approval authority. Additional fees may apply. Pricing is detailed below.

One-Time Fee: \$50/token issued
 Monthly Fee: \$10/token user

_____ Yes, we are interested in using soft tokens. _____ No, we are not interested in using soft tokens.

Part 4: OLB Profile Administrator

Commercial customers can act as their own OLB Admin or allow Community Bank to perform admin duties.

_____ Yes, we designate the person listed below as our OLB Admin. We understand that we are responsible for user set-up and removal. Please provide phone number where authentication phone calls or texts can be sent in the Admin Auth Phone Number field.

Admin Name			
Admin Email Address			
Admin Office Phone Number		Admin Auth Phone Number	

_____ No, we would like Community Bank to perform admin duties on our behalf. Please build profiles for those listed on the OLB User Worksheet.

Part 4: Service Agreement

By signing below and submitting this form:

1. I acknowledge that I have read and understand the [Community Bank Online Banking and Disclosure Statement](#).
2. I also acknowledge that both the Agreement and the services may be amended from time to time by the Bank.
3. I understand that the User ID, password, and soft token (if applicable) can be used to expend funds from the account and this information must be safeguarded. I authorize the Bank, and its agents, to follow any instructions transmitted by the use of these codes, and I agree to be bound thereby.

After we receive your signed application, we will set up all necessary profiles and will securely email temporary login credentials to each individual user authorized. If are unable to receive secure emails from us, we will mail the temporary login credentials. If you have any questions, please contact us at (785) 440-4400 or by email at eBanking@cbtopeka.bank.

 Authorized Signature _____
 Date

Bank Use Only						
Services Activated	OLB		Tokens		Bill Pay	
Bill Pay Activate Date		Bill Pay Limits	Transaction	Daily	Account Officer Approval	
Comments						

Please provide required information for each user authorized to access Company OLB profile. Place an "X" in the ACH Orig, Bill Pay, and/or applicable transfer ability that user is authorized to perform.

User Name				Email Address			
Authentication Phone Number				Token User <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: <input type="checkbox"/> Login only <input type="checkbox"/> ACH Origination			
Account Number	View Only	ACH Orig Access	Bill Pay Access	Transfer Funds			Comments
				From	To	Both	

User Name				Email Address			
Authentication Phone Number				Token User <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: <input type="checkbox"/> Login only <input type="checkbox"/> ACH Origination			
Account Number	View Only	ACH Orig Access	Bill Pay Access	Transfer Funds			Comments
				From	To	Both	

User Name				Email Address			
Authentication Phone Number				Token User <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: <input type="checkbox"/> Login only <input type="checkbox"/> ACH Origination			
Account Number	View Only	ACH Orig Access	Bill Pay Access	Transfer Funds			Comments
				From	To	Both	

User Name				Email Address			
Authentication Phone Number				Token User <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: <input type="checkbox"/> Login only <input type="checkbox"/> ACH Origination			
Account Number	View Only	ACH Orig Access	Bill Pay Access	Transfer Funds			Comments
				From	To	Both	