

Tips on using Mobile Deposit

1. Close any apps running in the background on your mobile phone
2. Sign/Endorse the back of your check, and label it "For Mobile Deposit Only" (*checks not labeled "For Mobile Deposit Only" will NOT be accepted*)
3. When prompted for the amount, enter the amount of the check
4. Flatten folded or crumpled checks before taking your photos
5. Keep the check within the view finder on the camera screen when capturing your photos
6. Try not to get too much of the areas surrounding the check
7. Take the photos of your check in a well-lit area
8. Place the check on solid dark area
9. Keep your phone flat and hold it steady above the check when taking your photos
10. Hold the camera as square to the check as possible to reduce corner to corner skew
11. Make sure that the entire check image is visible and in focus before submitting your deposit
12. Make sure there are no shadows across the check
13. Make sure all four corners of the check are visible
14. Make sure the check is not blurry
15. Make sure the MICR line (numbers on the bottom of your check) are readable

**Deposits made after 3 p.m. CST will be available typically by 5 p.m. CST on the next business day Monday through Friday.*

***The following is a list of checks that CAN NOT be submitted by mobile deposit - money orders, cashier's checks, traveler's checks, foreign checks, bonds, third party checks, convenience checks, insurance drafts, US government agency such as the Treasury Department, or returned or redeposited items*