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REMOTE DEPOSIT ANYWHERE  
SELF-ENROLLMENT  
&  
USER GUIDE

# Self-Enroll in RDA

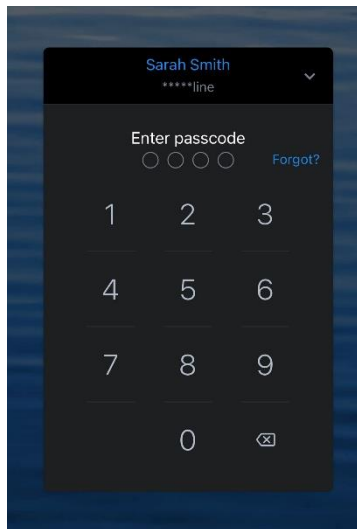
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## Self-Enrollment through SRB Mobile Banking App

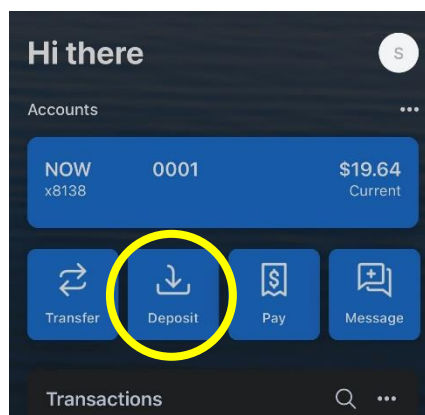
- Download or navigate to the SRB Mobile Banking App on your mobile device



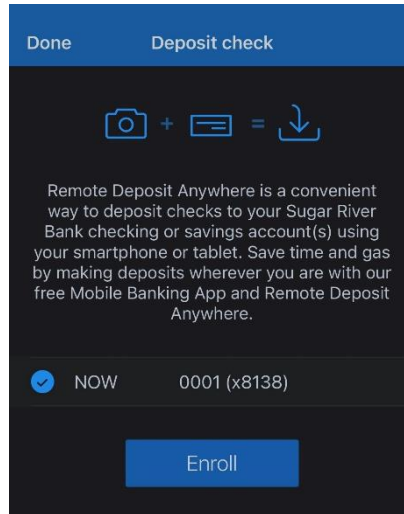
- Enter your 4-digit passcode to log in



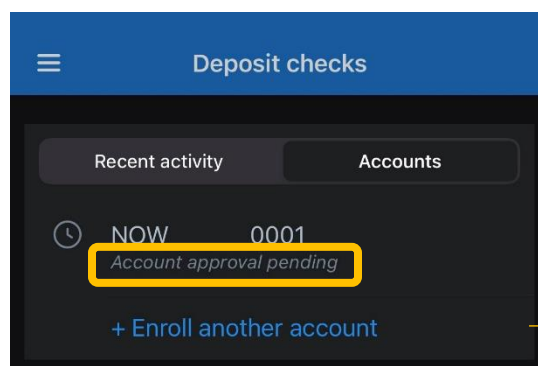
- Tap *Deposit* from the **Quick Actions**



- Select which accounts you would like to enroll in Remote Deposit Anywhere (RDA)
- Tap **Enroll**

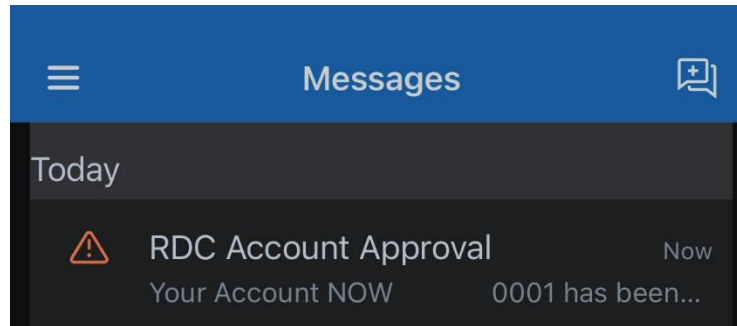


- The following screen will appear. The accounts you enrolled in RDA will need to be approved by a Sugar River Bank representative before deposits can be made.
- Tap **OK**



Tap here to enroll more accounts

- Once your RDA enrollment is approved, a notification will be sent to your e-mail as well as your Messages in your online/ mobile banking confirming approval



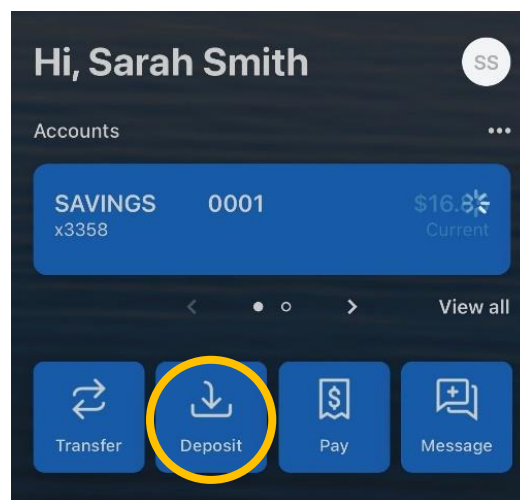
*Self-Enrollment is now complete and RDA is now accessible for the selected accounts.*

## Remote Deposit Anywhere

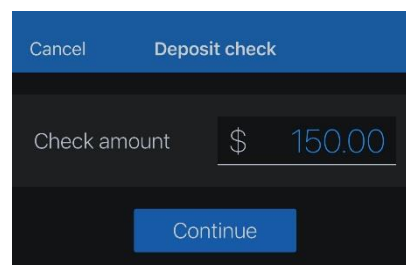
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### Submitting a Mobile Deposit

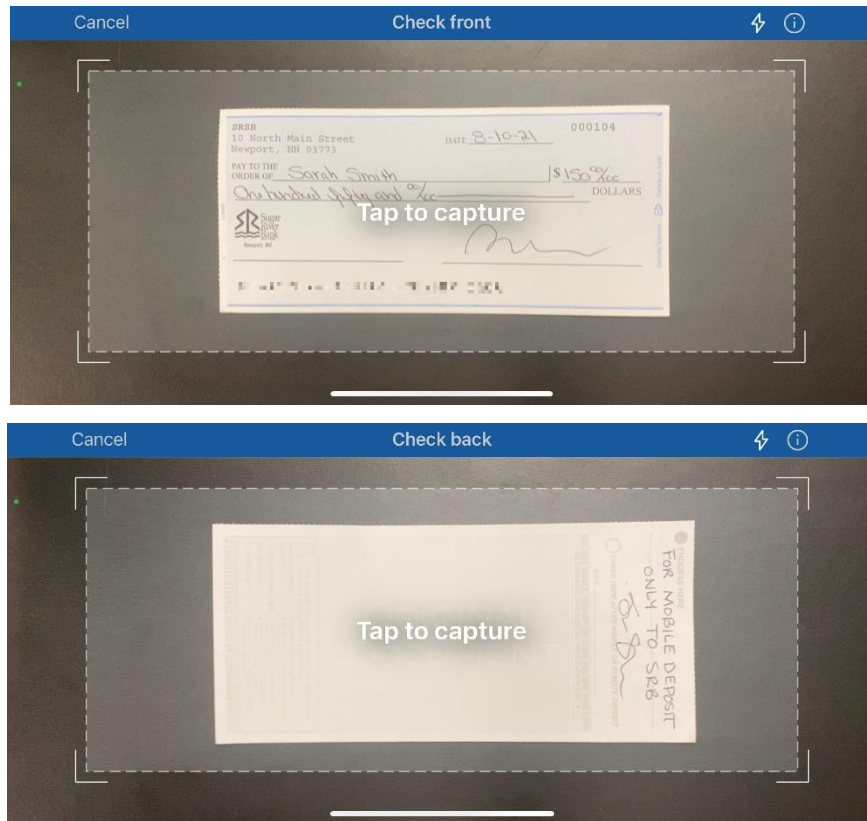
- Navigate to your SRB Mobile App and log in
- Tap *Deposit* in **Quick Actions**



- Enter the check amount and tap *Continue*

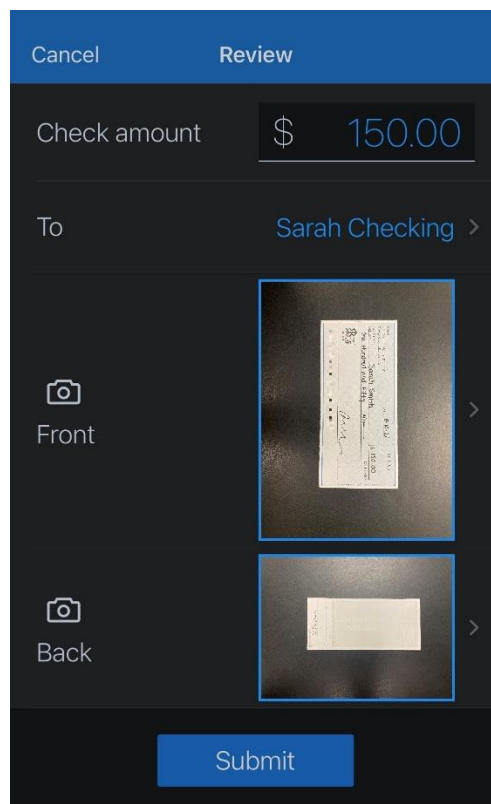


- Endorse the back of the check “For Mobile Deposit Only to SRB” along with your signature.
- You will be prompted to take a photo of both the front and back of the check.
- Tap to capture an image.



\*\*In this demonstration we did not provide account number on back for privacy and security purposes\*\*

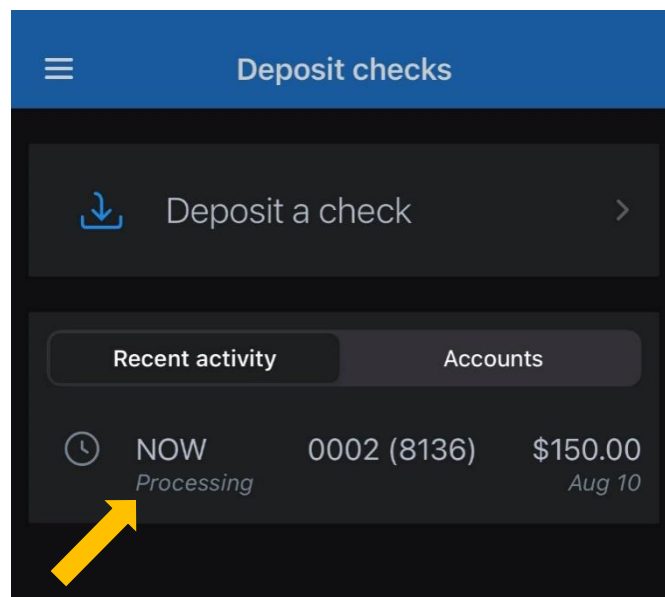
- Review the amount as well as the images to verify all information is correct
- Click **Submit**



- A screen confirming your submission will appear
- Tap **OK**



- You will now see the deposit as *Processing*. Allow time for it to change to *Accepted*.
- Deposits received and accepted BEFORE 4pm EST on a regular business day will be made available after end of day processing.
- Deposits received and accepted AFTER 4pm or on a non-business day will post the next banking day after end of day processing.



***You have successfully completed your Remote Deposit!***