

# **ONLINE BANKING INSTRUCTIONS**

## **ONLINE BANKING - ENROLLING**

1. Log on at **peoples.bank**
2. Click on **Enroll**
3. Complete the Form
4. Submit Enrollment

*You will receive an e-mail from our Online Banking Department once your request has been verified*

## **MOBILE BANKING - 1<sup>ST</sup> LOGIN**

*Accept Terms and Conditions in Online Banking*

1. Download the PBT App from iTunes or Google Play  
*(Search Peoples Bank McPherson)*
2. Enter Login ID and password if you are already enrolled in Online Banking
3. Follow Instructions for set up

## **E-STATEMENTS**

*Once you have received approval for Online Banking, follow these steps:*

1. Log into Online Banking
2. Go to **Menu > Transactions > Statements**
3. Choose the account you want to view
4. Enter your email address
5. Click Register *(Click to receive statement code)*

## **MOBILE DEPOSITS**



*Mobile App Icon*

1. Open the PBT App from your phone
2. Enter your login information and click **Sign In**
3. **Menu > Transactions > Mobile Deposit Enrollment**  
*This is only for your first time using mobile deposit*  
Otherwise, click **Deposit Check**
4. Select Account for the deposit
5. Input amount of for the deposit
6. Click **Capture Image**
7. Line up camera and press **Capture Front**
8. Repeat for Capture Back or click on camera icon  
*Must have signature and "For Mobile Deposit only at Peoples Bank and Trust" on the back of check*
9. Submit Deposit

Once completed, you should receive a message about successfully completing the mobile deposit process.

Deposits are processed at 2pm each business day. If a deposit is made after 2pm, it will be processed on the next business day.

**Peoples**  
Bank and Trust  
Member FDIC