

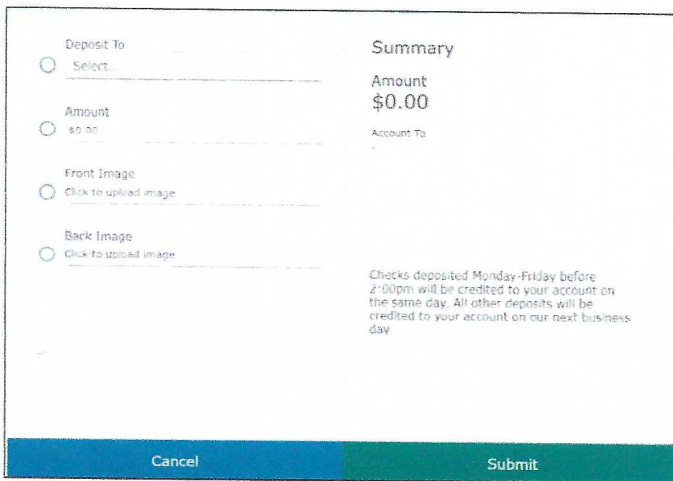
# Check Deposit

Account holders can deposit checks via Remote Deposit Capture directly from their desktop in addition to using the mobile app for mobile deposits.

Account holders who have loaded the check they want to deposit to their personal computer or laptop should follow the steps below to deposit a check.

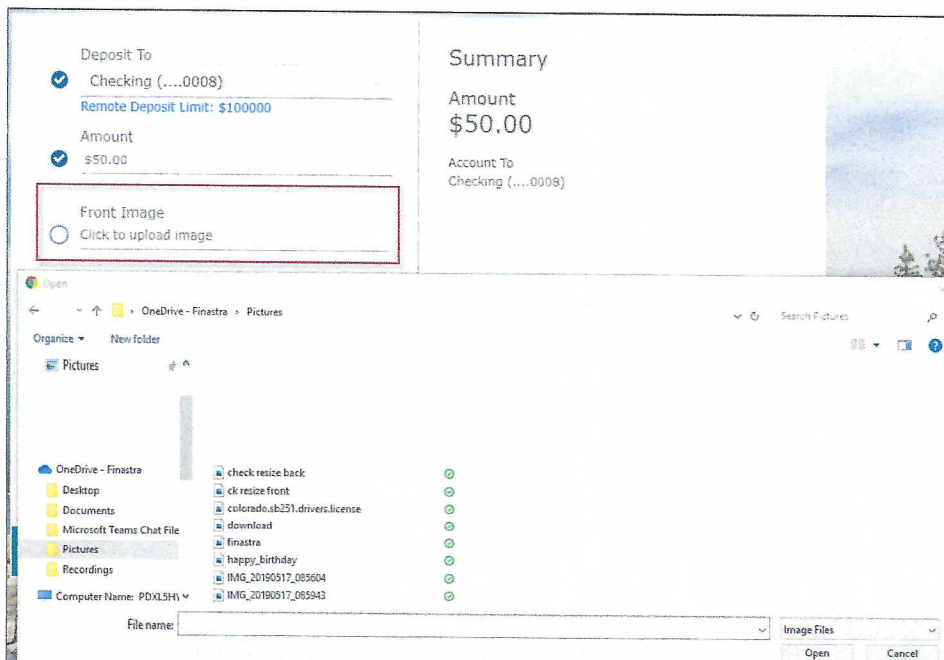
**Note:** This process requires front and back check images saved on your PC to complete a deposit. Finastra recommends that you delete the images after completing your deposit.

1. From the side-bar main menu, click **Check Deposit**.
2. Click **Make a Deposit**.



The screenshot shows a web form for depositing a check. On the left, there are four sections: 'Deposit To' with a radio button and a dropdown menu labeled 'Select...'; 'Amount' with a radio button and a text field containing '\$0.00'; 'Front Image' with a radio button and a button labeled 'Click to upload image'; and 'Back Image' with a radio button and a button labeled 'Click to upload image'. On the right, a 'Summary' section displays 'Amount \$0.00' and 'Account To'. At the bottom right, there is a note: 'Checks deposited Monday-Friday before 2:00pm will be credited to your account on the same day. All other deposits will be credited to your account on our next business day.' At the bottom of the form are two buttons: 'Cancel' and 'Submit'.

3. Select the account to which you want to deposit funds from the **Deposit To** drop-down list.
4. Enter the amount of the check in the **Amount** field.
5. Click to upload the check image for the **Front Image**. Then select the check image from your PC.



This screenshot shows the Finastra Check Deposit form with a file explorer window open. In the form, the 'Deposit To' dropdown is set to 'Checking (...0008)' with a 'Remote Deposit Limit: \$100000'. The 'Amount' field is set to '\$50.00'. The 'Front Image' section is highlighted with a red box, showing a radio button and a button labeled 'Click to upload image'. The file explorer window is open to the 'Pictures' folder in 'OneDrive - Finastra'. It shows a list of files, including 'check\_resize\_back', 'ck\_resize\_front', 'colorado.sb251.drivers.license', 'download', 'finastra', 'happy\_birthday', 'IMG\_20190517\_065604', and 'IMG\_20190517\_065943'. The 'File name' field is empty, and the 'Image Files' filter is selected. The 'Open' and 'Cancel' buttons are visible at the bottom of the file explorer.

6. Select the check image file and then click **Open**.
7. Repeat steps 5 and 6 for the **Back Image**, the back side of the check.

**IMPORTANT!** The back of the check must include a signature to be deposited. You are then notified whether your check images have been successfully captured.

Deposit To

Checking (...0008)  
Remote Deposit Limit: \$100000

Amount

\$50.00

Front Image

Image has been uploaded, click here to remove

Back Image

Image has been uploaded, click here to remove

Summary

Amount  
**\$50.00**

Account To  
Checking (...0008)

Front Image

Back Image

Checks deposited Monday-Friday before 2:00pm will be credited to your account on the same day. All other deposits will be credited to your account on our next business day.

Cancel Submit

8. Click **Submit**.
9. Click **Confirm** to submit the deposit for review.

Funds availability is dependent on your core banking rules and Remote Deposit Capture provider. The deposited funds may be available immediately or will be pending until approved.