mRDC

1. From the App Store or Google Play, search for Susser Bank-RDC Business.

SusserBank



2. Key the credentials provided by bank, click Login.



3. Push the **Create Deposit** button to begin the deposit process.





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4. Select the **Deposit Location** from the drop-down menu, then select the green link to **Create Deposit**.



5. Click the **plus (+) symbol** to add a check.

9:57		ıı∥ २ ■ ,
〈 Deposits		Log Out
Deposit		
Location	Susser Bank Demo New Account	
Created	01/21/2023 9:57 PM	
Status	Open For Scanning	
Total Deposit Amount \$0.00		
Total Deposit Count 0		
Submit		Delete
Checks		5 +



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- 6. Key the **amount** of the check.
- 7. Click **Front** to capture a picture of the front of the check.
- 8. Click **Back** to capture a picture of the back of the check <u>Note</u>: You must endorse your check "Mobile Dep Only to Susser Bank."
- 9. Click Deposit Check.



- **10.** Once the front and back image is scanned, the first item is considered created. The **Total Deposit Amount** and will display.
- 11. Click the **plus** (+) **symbol** to add additional checks to the deposit and follow the same steps mentioned in steps 6, 7, 8 and 9.





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- 12. Once each check image is captured, the *Total Deposit* Amount and Total Deposit Count will appear.
- 13. Once all check images have been captured, click
 Submit to process the deposit.
 <u>Note</u>: You will receive a pop up to confirm the submission of the deposit. Click "No" to continue with the existing deposit or click "Yes" to submit the deposit.
- **14.** Once the deposit is made, you can view the status of the deposit in **Deposit History**.
- **15.** The Deposit History feature displays the deposit status, Amount of the deposit, item count and listing of items within the deposit. If you click on the checks within this screen, you will be able to view the front and back images of each check deposited.



