

Treasury Management Security Token Form

SECURITY TOKENS

Company Name:

Primary Administrator Name:

Primary Administrator Email:

Primary Administrator Phone Number:

To be completed when company uses the following products: ACH/EFTPS, Wire Transfer, Positive Pay, Bill Pay and/or Remote Deposit Capture

1. You must supply us with the name of each employee that will be assigned a token, so each token can be registered individually.
2. The security token is personal to each authorized user of online banking and shall only be used with their online banking login credentials. The token cannot be shared with anyone else.
3. The types of accounts you can access will not change when your security token has been activated; however once activated, each authorized User will need to use the security token to log into Pro Online Suite. The token will be required in-session when approving an ACH File or Wire Transfer, or for any User Profile Change or Email Address Update.
4. Security tokens must be kept in a safe location. You must advise the bank immediately if it is lost, stolen or misused. We will deactivate the security token and a new one must be downloaded or a replacement will be sent to you. A security token fee may apply for a hard token.
5. Notify the bank immediately of the termination of an employee with token access and to reassign or return physical tokens.
6. Any request for replacement, reissue or new tokens must come from the Primary Administrator.
7. Email completed form to customerservice@midlandsb.com

Add/Delete	Token ID	Employee Name	Reassign	Physical	Virtual

Primary Administrator Signature: _____ Date: _____