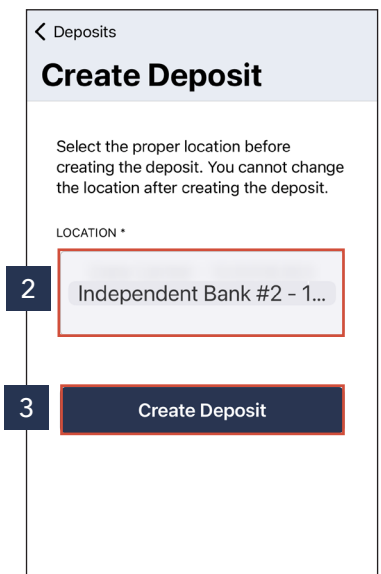
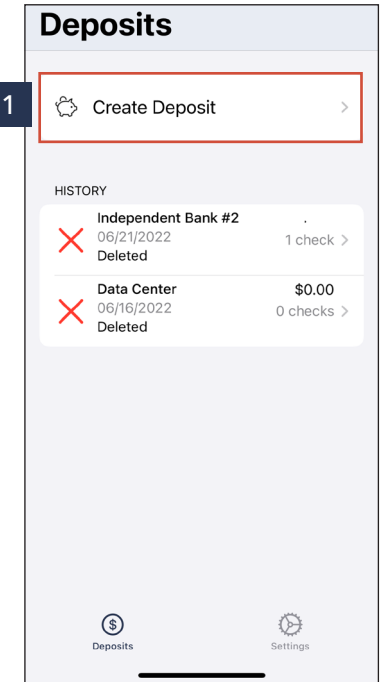


Access Mobile Remote Deposit Capture (mRDC) functionality through the **Independent Financial mRDC** app. The app can be downloaded from the Apple App Store or Google Play Store.

## CREATING A DEPOSIT

1. Select **Create Deposit**.
  
  
  
  
  
  
  
  
  
  
2. Use the drop-down menu to select the deposit account for the check(s).
3. Select **Create Deposit**.



4. Click the  Plus Sign to prompt the Add Check menu.

Note: The Total Deposit Amount and Total Deposit Count will automatically update as checks are added.

5. Enter the **Amount** of the check being deposited.
6. Select the **Front** and **Back** buttons to capture the check images.
7. Optional: Select **Customer Associated with Check** to assign a customer.  
Note: Customers must be created in the desktop version.
8. Optional: Select **Transaction Data** to enter details regarding the deposit. (e.g. invoice number or customer ID)
9. Select **Deposit Check**.

Note: Checks must be made payable to the business name on the account only. Third-Party or Multi-Party deposits are not accepted.

### Deposit

Location	Independent Bank #2
Created	06/21/2022 8:55 AM
Status	Open For Scanning
Total Deposit Amount	\$0.00
Total Deposit Count	0


Submit
Delete


**Checks** + 4

**AMOUNT**

5 \$0.00

**CHECK IMAGES**

6  Front

 Back

**CUSTOMER ASSOCIATED WITH CHECK**

7 Select Customer >


**TRANSACTION DATA 1**

**TRANSACTION DATA 2**

**TRANSACTION DATA 3**

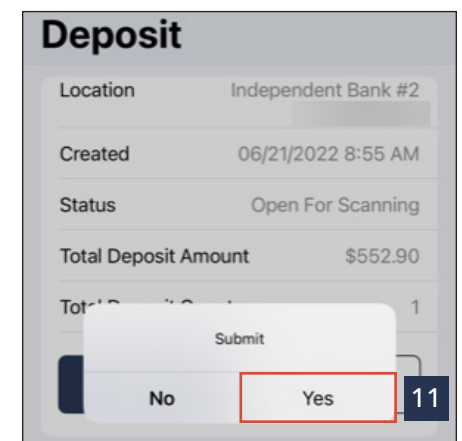
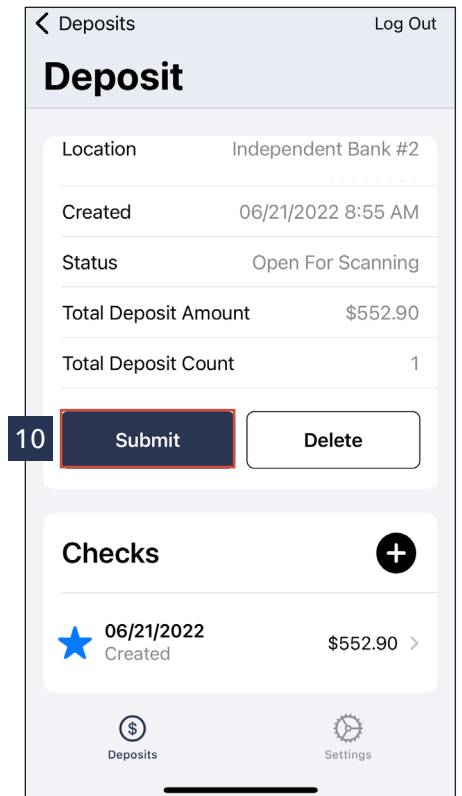
9 Deposit Check

10. Click **Submit** once you have confirmed your deposit details.

Note: To deposit additional checks, click the  Plus Sign.

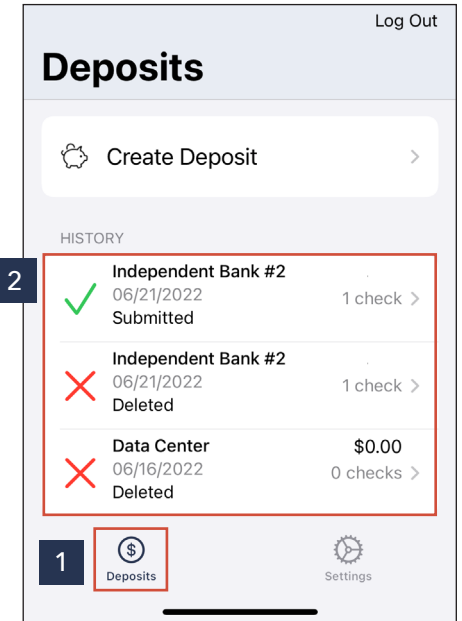
11. Click **Yes** to complete your deposit.

You will receive an email once the check(s) have been deposited successfully.



**DEPOSIT HISTORY**

1. Click **Deposits** to display history.
2. Select the transaction to view the detailed deposit information.



**APPENDIX**

List of icons and their descriptions.

Icon	Description
	The item has been submitted
	The item has been deposited
	The item has been deposited with one or more adjustments
	The item has been rejected and was not deposited
	The item has been deleted
	The item is open for scanning
	This icon indicates a partial deposit