eCorp Employee Security Rights

National Bank of Middlebury
Serving Vermont Communities Since 1831

P.O. Box 189, Middlebury, Vermont 05753-0189 **www.nbmvt.com** Phone: 1-802-388-4982

I would like to designate the following employee within my business to use eCorp:

Employee Name: _____ Primary Phone Number: _____

Email Address: _____ Mobile Phone Number: _____

Username: _____ Mother's Maiden Name: _____

I would like the above-designated employee to have the following security rights (please check the following features that apply and insert information required):

☐ **1. View transaction history and balances for the following accounts:**

Account # _____ **Account #** _____

Account # _____ **Account #** _____

Account # _____ **Account #** _____

☐ **2. Export account information to accounting software (Quicken, Quickbooks, Microsoft Money).**

☐ **3. To make transfers between NBM accounts and make NBM loan payments, please allow access to the following templates:**

☐ Transfer Template 1 ☐ Transfer Template 3

☐ Transfer Template 2 ☐ Transfer Template 4

☐ **4. Make transfers to other financial institutions:**

☐ Transfer Template 1 ☐ Transfer Template 3

☐ Transfer Template 2 ☐ Transfer Template 4

☐ **5. Initiate wire transfers -** $35 Domestic; $55 International (Application required)

☐ **6. Place stop payments -** $30

☐ **7. Initiate ACH transactions -** (i.e. payroll, monthly dues, etc.) $75 set-up fee; monthly fee determined by separate agreement and application (required)

☐ **8. Initiate eDeposit transactions -** (Separate agreement required) $250 set-up fee; $75 monthly fee

☐ **9. I would like to review and approve all transfers made by this employee.**

☐ **10. Positive Pay Service** (Separate agreement required)

Customer's Responsibility for Authorized Use

We, National Bank of Middlebury (NBM), will not be liable and will not reimburse you, the eCorp customer, for any losses that may occur as a result of unauthorized use of passwords and user codes.

You are responsible for keeping your password, user code, and account number confidential and secure at all times.

I have read this document and understand its requirements.

Authorized Signature: _____ **Today's Date:** _____

Name: _____

Title: _____

Please sign and drop off completed application at one of our branches or send it to -

Electronic Services
National Bank of Middlebury
PO Box 189
Middlebury VT 05753-0189
electronicservices@nbmvt.com

rev 04-2019