Mobile Banking: Accessing Positive Pay

Accessing Positive Pay

- 1. Download the Rockland Trust Mobile Banking App from the App Store of your mobile device
- 2. Log in to Online Banking
- 3. Select Commercial within the left navigation bar (1)
- 4. Within the Commercial drop-down menu, select Positive Pay

Accessing Exception Items

- Exceptions can be viewed under Decision Needed
 Be certain to always <u>Save</u> Decisions made
- If you are searching for a Decision that was already made, filter results to show All (2)

12:46 		. 11 5G E 🛑
Menu	ROCKLAND	
Excep	tions	Add Check
i User is not	authorized to decision e	exceptions
All Accounts		\sim
Decisions Ne	eded	\sim
Search		
	No exceptions	
~ ~		Done
	Decisions Nee	ded





1. Introductory Navigation Bar

2. Filter for All

Adding a Check

- 1. Navigate to Add Check screen (3)
- 2. Enter Amount, Payee, Account, Issue Date and Check Number
- 3. Complete upload by selecting Add Check

Need assistance with Positive Pay?

Email our Treasury Management department at RTCCashManagement@RocklandTrust.com

Menu	ROCKLAND	
Exceptions		Add Check
Amount *		
		\$0.00
Payee		
Account *		
Select Accou	nt	\sim
lssue Date		
Check Numbe	r *	

Total Added (0)		Add Chack
Total \$0.00		

3. Add Check Screen