



LUBBOCK NATIONAL BANK . COMMERCE NATIONAL BANK ONLINE BANKING ENROLLMENT FORM

Once the form is received by the Electronic Banking Department, you will be contacted by e-mail within three business days with a set-up confirmation and login instructions. Please return the form to any branch or by fax or mail. For questions, please call the Electronic Banking Department: 806-473-6261, 806-473-6263 or 806-473-6257. **Fax to: 806-776-3061 or 806-792-0976, Attn: Electronic Banking or Mail to: Lubbock National Bank, Attn: Electronic Banking, P.O. Box 6100, Lubbock, TX 79493.**

New User - **Personal Account**

New User - **Business Account**

New User's Name _____ **Soc. Sec. #:** _____

Please list the user's name again in the box at the top of page 2.

New User's Logon ID: _____

Each user must have a unique ID. Logon ID's can be all letters or a combination of letters and numbers, beginning with a letter.

New User's Phone Numbers: _____

(At least one direct phone number is required, to allow the user to receive a Secure Access Codes or when requesting automated help with a password lockout. The automated calls cannot be routed through a switchboard/answering service.)

New User's Email Address: _____

Street Address: _____

If this user is for a business, list the business address here.

City: _____ **State:** _____ **Zip Code:** _____

Adding another user to my Online Banking

If you already have Online Banking and are adding another person /user, please list your name /company name below.

Name of Person or Company on Existing Profile: _____

SS # / Company Tax ID #: _____

Account Access: *List all Lubbock National Bank / Commerce National Bank accounts that need to be available to this user online.*

****FUNDS TRANSFERS or BILL PAYMENTS:** *Check the WITHDRAWAL box next to the accounts that this user is allowed to use to make Funds Transfers and Bill Payments.*

Account Type	Account #	Account Name	Access Level
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal
<input type="checkbox"/> Ck <input type="checkbox"/> Sv <input type="checkbox"/> CD <input type="checkbox"/> Loan <input type="checkbox"/> LOC	_____	_____	<input type="checkbox"/> View <input type="checkbox"/> Deposit <input type="checkbox"/> Withdrawal

User's Name: _____

Please list the User Name again here.

Soc. Sec. #: _____

Transaction Access: *Please check the box next to each type of transaction this user will need access to, as well as the level of access to be allowed.* **Funds Transfer** – transfer funds between LNB/CNB accounts.*Funds transfers created between the hours of 4:30 am and 6 pm on a business day or "Real Time" Transfers are processed when a user approves them within the Online Banking system. Funds transfers created after 6pm will be processed on the next business day morning.*

- Draft only (Create transactions but requires 2nd user to Approve and transmit the transaction for processing.)
- Approve only - (Transmits the transaction for processing, but cannot create transactions.)
- Draft & Approve - (Create & transmit transactions for processing.)
- Cancel - (Cancel existing transactions.)

Transaction Limits: If you wish to limit the dollar amount of the funds transfers this user can create please complete the information below:

Maximum transaction amount: \$ _____ Maximum dollar amount per day: \$ _____

 Bill Payment - Allows this user to create and send out bill payments. *Dual control is not available for this option.* **Change of Address** – Allows the user to change the mailing address on the accounts listed on this form. Draft only Approve only Draft & Approve Cancel **Stop Payments** - Allows this user to send a stop payment request to the Bank. Draft only Approve only Draft & Approve Cancel **Check Orders** - Allows this user to order checks for the accounts listed on this form.**eStatements** – E-Statements are now available to you through a link on our homepage. **Please complete the e-Statement enrollment form within the e-Statement link and submit electronically.** You will be notified by e-mail when the set up process is complete and each month when your statement becomes available online.**Wire Transfers** – The wire transfer option is available to Business accounts. A separate contract is required to enable the wire transfer feature. Please contact the Wire Department (806-473-6259) for information about fees or to request a contract. *Wires must be entered into the Online Banking system before 1pm CST to be processed on that business day.***External Transfers** – This feature allows the user to transfer funds from LNB/CNB to an account owned by that user, or on which they have signature authority, at another financial institution. An External Transfer agreement is required for each external account. Please ask the Personal Banker for the form if you wish to activate this feature. A fee of \$1 per external transfer will be charge to your LNB/CNB account. *External transfers must be entered into the Online Banking system before 3pm CST to be processed on that business day.***Non-Use Policy:** *Customers not active for 6 consecutive months will be removed from the Online Banking system. To re-establish your user ID you will need to complete a new enrollment form.**I believe the information given herein to be true and complete. I authorize you to verify it before allowing me to access the system. I understand that by requesting a Logon ID for any person and allowing that person to access my accounts, that I am assuming all responsibility for transactions created by this user. I agree to the terms and conditions of the Agreement and Disclosures, which have been provided to me. I understand that the terms and conditions of all other agreements and disclosures with the bank continue to apply notwithstanding anything in this agreement. I understand that you will retain this application whether or not the account is established.***Customer Signature:** _____ **Date:** _____**BANK USE:** CSR: _____ **BRANCH:** _____ **DATE RECEIVED:** _____**ELECTRONIC BANKING:** DATE REC'D: _____ **MAINTENANCE:** _____ **DATE COMPLETED:** _____ **SET UP BY:** _____