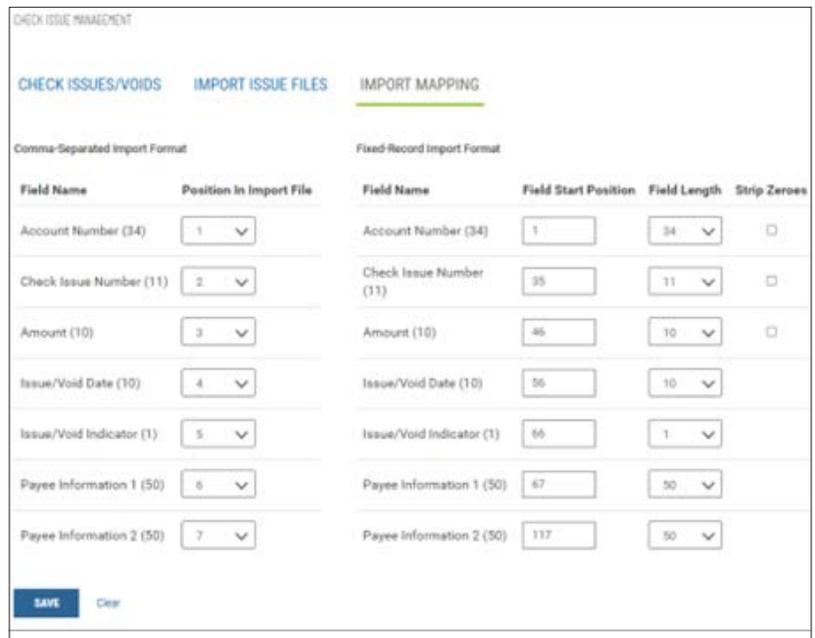
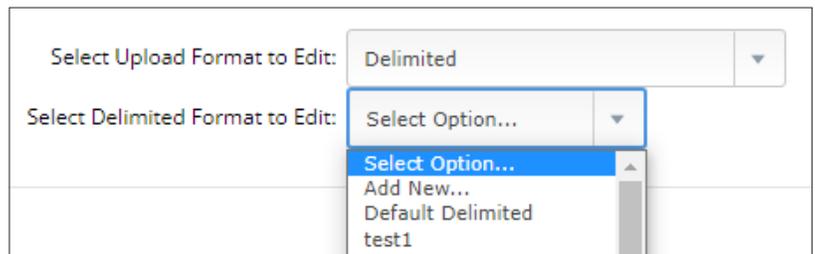
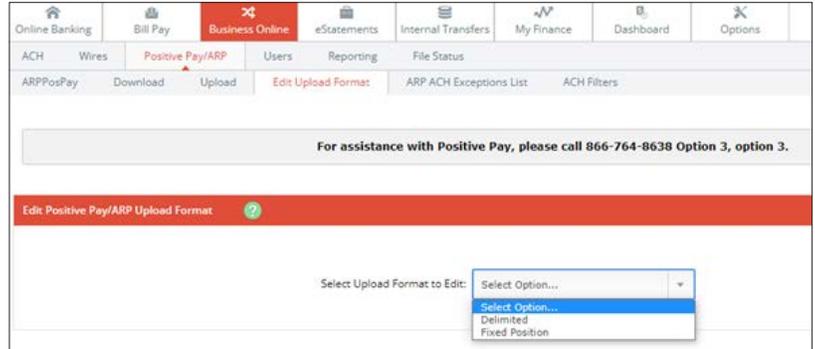


Converting Customers Positive Pay Mapping Guide

1. To view/print Positive Pay file mapping prior to conversion: go to 'Positive Pay', click 'Edit Upload Format', and select the format type.
2. Select the name of your saved format.
3. Screen shot or print the format page.

To create the mapping on Premier Business Connect:

1. From the Slide-out menu, select 'Payment Fraud Control/Check Positive Pay'
2. Scroll to the Check Issue Management widget.
3. Select the 'Import Mapping' tab.
4. ALL FIELDS ARE REQUIRED:
 - a. Account Number, Issue Date, and Issue/Void Indicator will now be required to be included in your file.
 - b. While the mapping requires a position for the payee information field, the payee information is not required to be included in the file.
 - c. **The bank will only verify payee information if you have enrolled in Payee Name Verification. If you are unsure if you are enrolled in Payee Name Verification please reach out to your Cash Management Officer or commercialservices@cbna.com.**
 - d. Complete the fields in the applicable Comma-Separated Import Format column OR the Fixed-Record Import Format (based on your file format).



Questions? Contact Us.

Get in touch. Stop into your local branch, pick up the phone or visit our website at cbna.com.

Commercial Services Support (M-F: 8am-6pm ET):

1-866-764-8638, Option 3, Option 3 or commercialservices@cbna.com.