


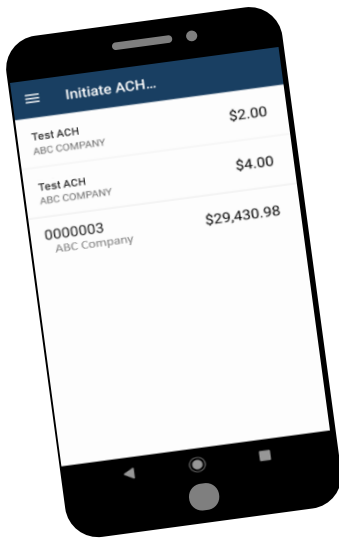


Initiate ACH

1. Menu Options

Online users may log into Alpine Mobile® and initiate ACH batches created through business online banking.

Select the  menu icon and then choose 'Initiate ACH' from the menu options.



2. Select ACH Batch

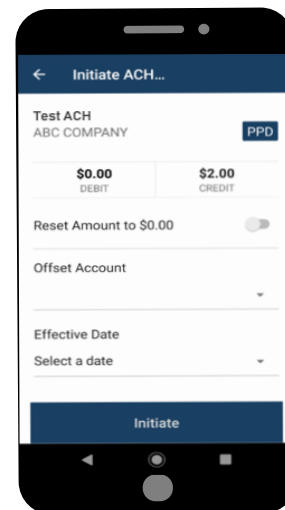
Choose the 'ACH Batch' to initiate.

Note: ACH batches must be created by logging into your business online banking account at www.alpinebank.com, subject to dual control restrictions.

3. Initiate ACH

Select the offset account and effective date. Choose 'Initiate'.

Note: Effective dates must be at least two business days* in advance for credits, and one business day* in advance for debits.



*Business days: Monday through Friday, excluding Federal holidays.