Enrolling In Remote Deposit Capture (RDC)

Remote Deposit Capture (RDC) is a program that allows members to make deposits remotely via a mobile device. Once members have registered for and been approved as a user, they can use their cell phone to take a picture of their check and submit it for deposit. This document will walk you through the steps of registering as a new user.

1. Open the Preferred Credit Union mobile banking app, select Remote Deposit.

2. This will bring up the Login/Register screen, select Register.

3. When Registering, members will be prompted to create a Username and Password, along with basic personal info.

Username: 8-10 characters and must start with a letter

Password: 8-20 characters, 1 special character, 1 upper case & 1 number

Remote Deposit Capture (RDC) is a FREE service for our members!

Revised 3/21/2017
4. Adding your account

Create an **Account Nickname** (ex. Savings or Checking)

Select **Account Type** (this will link RDC to a specific suffix/sub account). The ONLY options are:
1. **Savings**: 000
2. **Checking**: 010
3. **Secondary Checking**: 011
4. **Preferred Money**: 021

**Account Number** should be the base number, do not include any suffix or check digits.

Click **Create User**

**Now what?**

After a registration request has been submitted, the account will be reviewed within one business day. Members will be notified via email once their account has been approved or declined.

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5. The CU gets an email with each new user request

**Welcome to Preferred CU Remote Deposit Capture!**

Successfully created user. The credit union will contact you for further action.

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6. Member will get an email letting them know once they were approved/denied.

**Remote Deposit Capture from Preferred Credit Union.**

Thank you for choosing PCU as your Preferred Financial Partner. At this time we are unable to approve your request for enrollment for RDC. Please call 1-800-328-4131 with any questions.