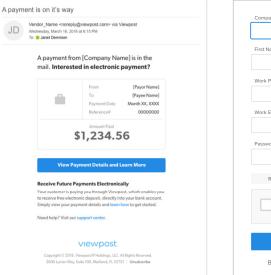
# Viewpost makes it simple

to register and connect a bank account to send or receive electronic invoices or payments. There are a variety of ways to be invited to use Viewpost and the interface may vary slightly, but the general steps to get set up are the same.

### 1. Email Invitations

Users are invited to register to send or receive electronic invoices or payments.



### 2. Create Account

Basic contact and security information are all that is needed to create an account.

First Name	Last Name
Work Phone	
Work Email	Verify Email
Password	
	Sł
Received a Viewpost pape	er check in the mail? Enter the code
I'm not a robot	2
	reCAPTC Privacy - Ter
Cro	ate Account

# 3. Verify Company Details

Additional company information is requested for some transactions.

Company Details	Connect Your Bank		Sign & Secure Acc	punt
Let's get to know ea	ich other.			
Tell us more about your busi	ness.		* requ	ired
Address Line 1*			Address Line 2	
888 Howard Street			12th Floor	
City*	State *	ZIP Code *	Work Phone	
San Francisco	CA 👻	94105	123 456-7890	
Business Type	Industry		Accounting Package	
Select *	Select	~	Select	Ŧ

### 4. Connect a Bank Account

To send or receive electronic payments, users connect a bank account using their bank credentials (left) or manually entering bank account numbers (right).

Company Details	Connect Your Bank		Sign & Secure Account
Connect your ba	Ink account.	I receiving payments	on Viewpost.
Q Find your bank			
FIFTH THIRD BANK	Bank of America 🧇	Capital()	Fifth Third Bank
🙆 PNC	usbank	₩ USA/	d
			password

Company Details	Connect Your Bank	Sign & Secure Accour
Connect your bar	nk account.	
Enter your routing and ac	count numbers and get verified in 1	3 days. require
Account Nickname		
Business Checking		
Routing Number *	Account Number *	Verify Account Number *
012345678	987654321	987654321
Sample Check		Bank Name
FOR		Fifth Third Bank
«000000186»	: 000000529*	
Routing Number	Account Number	

## 5. Secure Your Account

Viewpost enables you to use two-factor authentication to secure your account with a mobile phone (left) or by answering unique security questions (right).

Account Setup: 24-Seven Mart	s - Store 008		Account Setup: 24-Seven Ma	arts - Store 008		
<ul> <li>Company Details</li> </ul>	Connect Your Bank	Sign & Secure Account	C Company Details	Connect Your	Bank	Sign & Secure Acc
Sign and secure yo	our account.		Sign and secure y	your account.		
Keep your account safe by smartphone? Answer secur	enabling two-factor authentication. Do ity questions.	n't want to use a	Keep your account safe t Enable two-factor authen	by answering these securit tication.	y questions. Prefe	r to use a smartphone
Step 1 of 2 Enter phone number to r	(925) eccive a verification code.	789-0123 Send	Security Question 1	Ŧ	Your answer	
			Security Question 2	Ψ.	Your answer	
		Continue	Security Question 3	Ŧ	Your answer	
						Conti

## 6. Add Signature

Use a mobile phone to easily add a signature to send payments.

Company Details	Connect Your Bank	Sign & Secure Account	
Sign and secure your acc	ount.		
Add an authorized signer and signat	ure for sending and rec	eiving payments. • require	
Authorized Signer *	Tax ID (TIN	VEIN)* (I)	
Johnny Stone	456789123		
Authorized Signature * Sign using your smartphone. Enter your phone number to begi	n.	Resend Link   Change Number	
H	W.C.	<del>}</del>	
Don't have a smartphone? Sign with com	puter		