GRBmobile iPhone/Android App User Guide



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Enroll

- 1. Login to GRBonline
- 2. Go to Account Options > Mobile Settings > Web Mobile Settings
- 3. **Complete the following fields**: Checkbox to enable; Receive text message alerts; Mobile number; Wireless provider; the accounts you want to access from your mobile device. Click **Submit**.
- 4. Go to the **Apple App Store** or **Google Play**, search "Genesee Regional Bank" or "grbmobile"; download and install the app

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If you add an account to online banking after you set up mobile access, you will need to log in and enroll that account specifically; it is not automatically accessible on GRB*mobile*.

Log on to GRBmobile

- 1. Touch Login and type in GRBonline ID and password, then Login
- 2. The welcome screen explains the Home, Log Out, and Help functions. Touch the ? in the lower right corner on any screen to return to this message.
- 3. The green Home screen has icons for the different mobile banking options

Your GRBmobile login is the same as your GRBonline login.



We recommend logging out after each session. Touch the Log Out icon and Yes to confirm.

View account balances

1. To see listing of accounts, touch the **My Accounts** icon on the home screen

- 2. Touch an account to bring up a list of the most recent transactions
- 3. Return to the home screen by touching the **Home** icon at the top of the screen



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Transfer funds

- 1. Touch the Transfer icon on the home screen
- 2. Touch Transfer From and select the account
- 3. Touch Transfer To and select the account



You must have the transfer capability in GRBonline to use this feature in GRBmobile.

If there are insufficient funds in your account to process your request, we will notify you via email.

Transfer funds (con't.)

- 4. Touch Transfer Amount and type in the amount to transfer; touch Done
- 5. Bring up the calendar by touching Transfer Date and select the date of the transfer
- 6. Review the confirmation, touch Submit or Cancel to make any changes
- 7. Touch Home Screen to return to the menu
- 8. To change or delete pending transfers, log onto GRBonline



You must have the transfer capability in GRB*online* to use this feature in GRB*mobile*.

If there are insufficient funds in your account to process your request, we will notify you via email.

Pay bills

- 1. Touch the Pay Bills icon on the home screen
- 2. Touch Payee to bring up a list of accounts linked to Bill Pay and select one
- 3. Touch Pay From Account to see the available accounts and select one



You must have Bill Pay capability in GRB*online* to use this feature in GRB*mobile*. If there are insufficient funds in your account to process your request, we will notify you via email.

Pay bills (con't.)

4. Touch **Payment Amount** to bring up a keyboard and enter the amount to pay; touch **Done**5. Touch the **Process Date** to bring up a calendar and select the date the payment is processed
6. Enter text into the **Memo** field if desired, and touch **Done** to complete

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You must have Bill Pay capability in GRB*online* to use this feature in GRB*mobile*.

If there are insufficient funds in your account to process your request, we will notify you via email.

Pay bills (con't.)

- 4. Touch **Submit** to complete your payment
- 5. A payment confirmation will appear on your screen. From here, you can make another payment or return to the home screen



You must have Bill Pay capability in GRB*online* to use this feature in GRB*mobile*. If there are insufficient funds in your account to process your request, we will notify you via email.

Manage cards

- 1. Touch Manage Cards icon on the home screen
- 2. Select a card to see Card Options
- 3. Touch Suspend Card if you want to temporarily suspend the card and Suspend to confirm
- 4. Touch Report Lost or Stolen to permanently disable the card and Report to confirm





Review alerts

- 1. Touch the **Alerts** icon on the home screen to view any alerts for your accounts. If there is a red circle with a number in it on the Alerts icon, it is an alert notification.
- 2. Touch an alert for more details
- 3. Touch the back arrow to return to the alert list



Alerts must be previously set up on GRBonline to use this feature in GRBmobile.

Locations

- 1. Touch Locations on the home screen
- 2. Choose the method to search





GRBmobile for Business - ACH initiation

- 1. Touch Initiate ACH icon on home screen
- 2. Select the ACH transaction to initiate
- 3. Toggle Reset Amount to \$0.00 to set the batch amount to zero after initiation
- 4. Touch Offset Account to bring up a list of accounts, and select the account for the transaction

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You must have ACH Origination capability in GRBonline to use this feature in GRBmobile.

GRBmobile for Business - ACH initiation (con't.)

5. Touch Effective Date to bring up a calendar and select the tranaction date6. Touch Initiate to submit the transaction and a confirmation screen will appear; touch OK

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You must have ACH Origination capability in GRBonline to use this feature in GRBmobile.

GRBmobile for Business - Wire initiation

- 1. Touch Initiate Wires icon on the home screen
- 2. Select the wire to intiate from the list
- 3. Touch **Wire PIN** to type in your PIN, then touch **Done**



You must have wire capability in GRBonline to use this feature in GRBmobile.

GRBmobile for Business - Wire initiation (con't.)

4. Touch **Transmit** to send the wire for processing

5. A confirmation screen will appear; touch **OK**





You must have wire capability in GRBonline to use this feature in GRBmobile.