



## Directions for Biz Bill Pay Dual Sign On

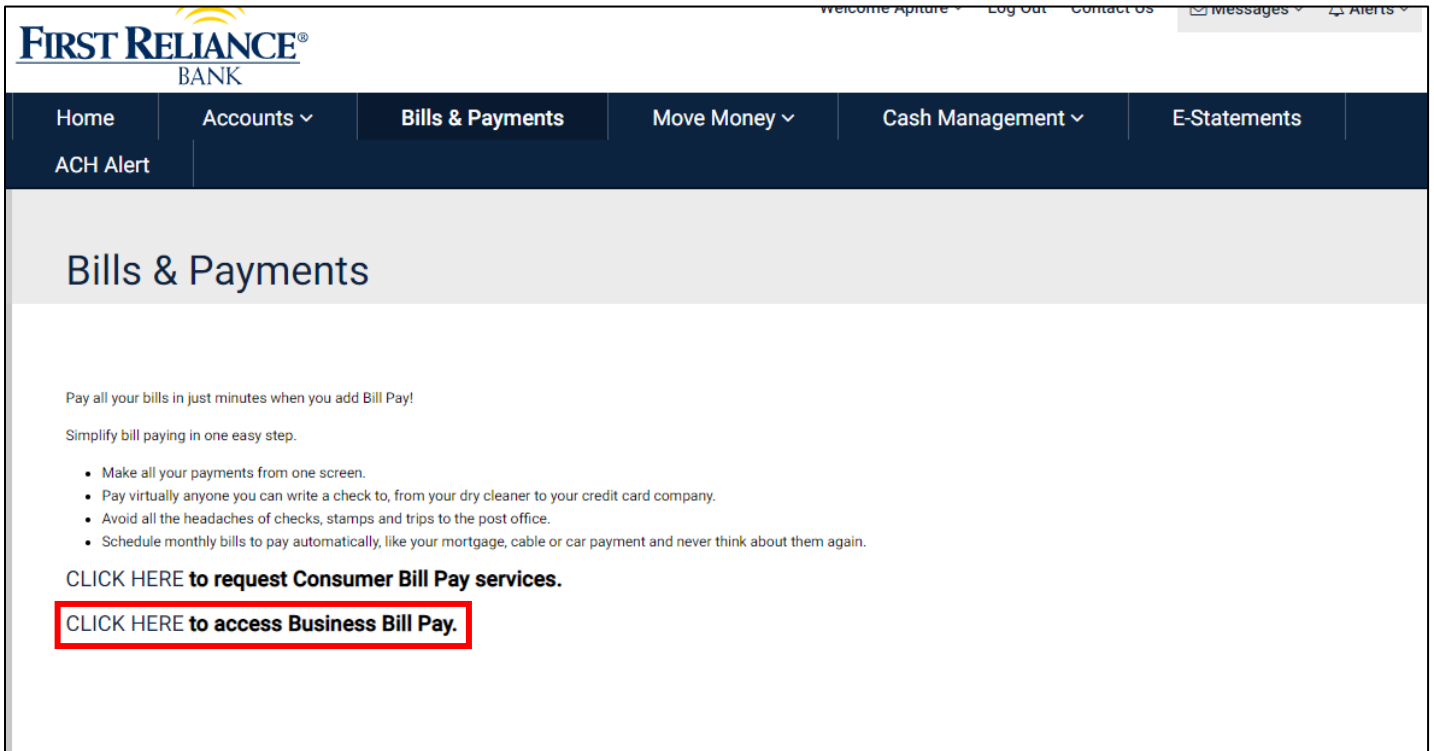
After successfully completing the one-time business validation process:

1) Login to online banking:

2) Select Bills & Payments from the top banner

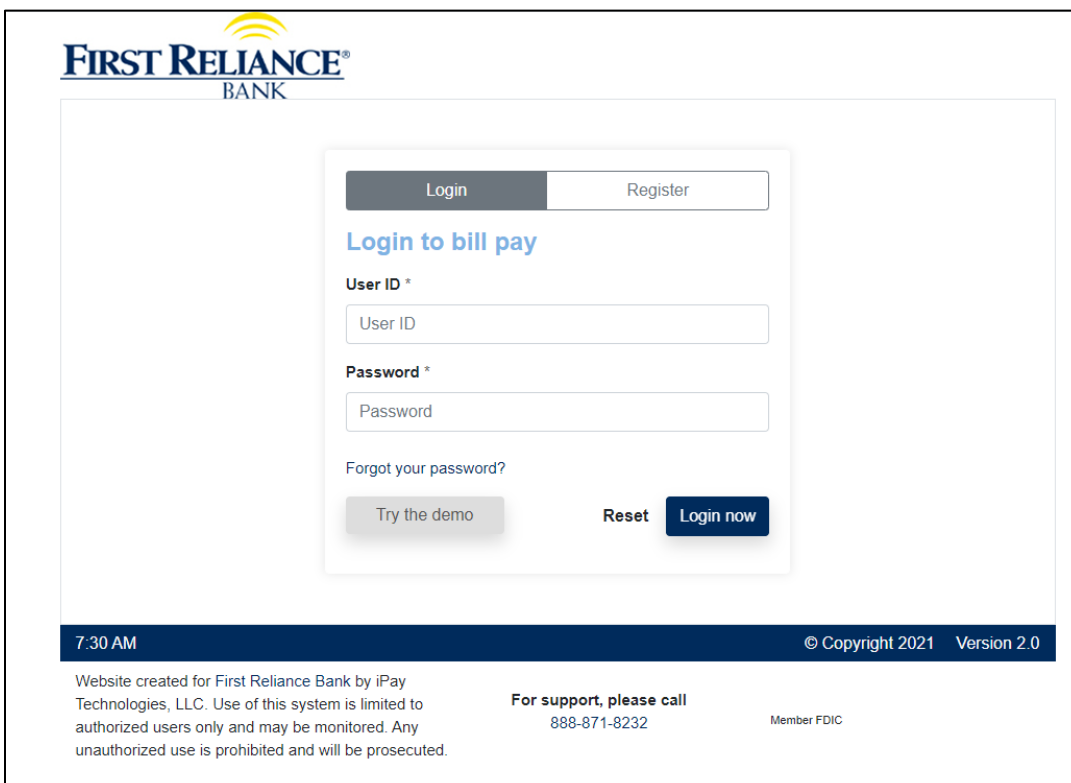
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3) Select **CLICK HERE to access Business Bill Pay**.



The screenshot shows the First Reliance Bank website's navigation menu with options: Home, Accounts, Bills & Payments, Move Money, Cash Management, and E-Statements. Below the menu is a header for "Bills & Payments". The main content area includes a promotional message: "Pay all your bills in just minutes when you add Bill Pay! Simplify bill paying in one easy step." followed by a bulleted list of benefits: "Make all your payments from one screen.", "Pay virtually anyone you can write a check to, from your dry cleaner to your credit card company.", "Avoid all the headaches of checks, stamps and trips to the post office.", and "Schedule monthly bills to pay automatically, like your mortgage, cable or car payment and never think about them again." Below this list are two links: "CLICK HERE to request Consumer Bill Pay services." and "CLICK HERE to access Business Bill Pay.", where the latter link is highlighted with a red rectangular border.

4) It will take you to the Dual sign-on page.



The screenshot shows the "Login to bill pay" page on the First Reliance Bank website. At the top left is the bank's logo. Below it are two buttons: "Login" and "Register". The main heading is "Login to bill pay". There are two input fields: "User ID \*" and "Password \*". Below the password field is a link for "Forgot your password?". At the bottom of the form area are three buttons: "Try the demo", "Reset", and "Login now". A dark blue footer bar contains the time "7:30 AM" on the left, "© Copyright 2021 Version 2.0" on the right, and a support notice: "Website created for First Reliance Bank by iPay Technologies, LLC. Use of this system is limited to authorized users only and may be monitored. Any unauthorized use is prohibited and will be prosecuted." Below the footer bar, the support information "For support, please call 888-871-8232" and "Member FDIC" is displayed.



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5) Enter your user ID and temporary passcode (User ID+Business Zip Code).

Example: If your login ID is FRBillpay123, and the business zip code is 29501:

Your temporary passcode would be: FRBillpay12329501

The passcode is limited to 20 characters. If your passcode is longer than 20 characters, enter the first 15 characters of your passcode and the business 5-digit zip code.

Example: If your passcode FRBOnlinebillpay123, and the business zip code is 29501:

Your temporary passcode would be: FRBOnlinebillpa20501