

# Creating a Deposit using RDC+

Log into Remote Deposit Capture. On the right-hand side of the home screen under **Create Deposit**, choose the **Location** and the **Account** for deposit.

**WELCOME**

Welcome Customer Name!

Today is 8/5/2025 at 9:02:13 AM! APITURETEST, your last login was on 8/5/2025 at 9:01:11 AM.

**Superior National Bank** is proud to have you FIS-Test as a Remote Deposit Capture customer. Remote Deposit Capture gives you the ability to conveniently deposit checks remotely, manage your remote check deposits and research those deposits anytime, anywhere, from any device.

You made your last deposit for \$0.00 on UNKNOWN at Unknown (Processed on UNKNOWN).

For any additional information, please contact us at 866-482-0404 or visit us at our website [www.snb-t.com](http://www.snb-t.com).

If you require additional assistance with your scanner, please contact Scanner Support at 800-327-6664.

Thank you!

**Create Deposit**

**Location**  
Main

**Account**  
Test Account \*0017

**Control Total**  
\$ 0.00

Create Tape Create Deposit

**Deposits**

Open 0 Pending 0 Recent 0

Created	Tracking #	Status	Location	Account Name	Item Count	Deposit Total
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Enter the total amount of deposit in **Control Total**, then select **Create Deposit**.

**Create Deposit**

**Location**  
Main

**Account**  
Test Account \*0017

**Control Total**  
\$ 3400.00

Create Tape Create Deposit

**Create Tape** can be selected to total up multiple checks in a deposit. Enter in the dollar amount in the **Amount** box and click or type **+**. Select **Accept** and it will create the **Control Total**.

Deposit Tape

Select	Index	Sequence	Amount
<input type="checkbox"/>	1		\$ 3000.00
<input type="checkbox"/>	2		\$ 100.00
<input type="checkbox"/>	3		\$ 300.00

Item Count 3 Deposit Total \$3,400.00

\$ Amount +

Cancel Accept

To remove an entry from the Deposit Tape, select the check and click the **3 dots** in the upper-right corner. Select **Remove Selected**, then select **Accept**. (Note: Selecting All and Removing all will delete the whole Deposit Tape)

Deposit Tape

Select	Index	Sequence	Amount
<input checked="" type="checkbox"/>	1		\$ 3000.00
<input type="checkbox"/>	2		\$ 100.00
<input type="checkbox"/>	3		\$ 300.00

Item Count 3 Deposit Total \$3,400.00

\$ Amount +

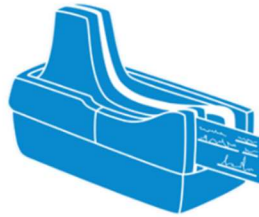
Cancel Accept

Select All  
Deselect All  
Remove Selected

Select **Capture** to scan checks. The scanner will first **initialize**; once it says **Ready** and then **Scanning**, checks can start being fed through the scanner. Once all checks are scanned, select **Stop Scan**. (Note: **Start Scan** does not have to be selected)

Capture Items

Initializing

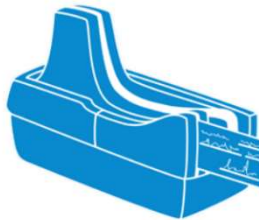


Cancel

Start Scan

Capture Items

Scanning

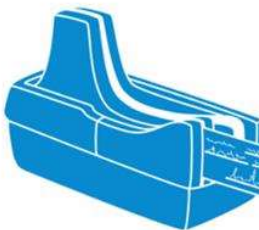


Cancel

Stop Scan

Capture Items

Capturing Item #3



Cancel

Stop Scan

After scanning, client will be brought to the **Capture Items** screen.

- If more checks need to be added to the deposit, select **Capture**.
- To leave a deposit open to come back to later, click the **Home icon** in the upper left corner. Doing so will leave this batch as an **Open Deposit**.

To submit the deposit, select **Submit**.

[Capture Items](#) [Correct Items](#) [Balance Deposit](#) [Review Deposit](#)

MICKY MOUSE  
PO BOX 450  
HARCOCK MICHIGAN 49930

DATE Aug. 22, 2025

Pay to the Order of John Smith \$ 5.00

FIVE and 00/100 DOLLARS

**SUPERIOR NATIONAL Bank and Trust**

MEMO Test Signature

⑆01028⑆ ⑆091101879⑆ ⑆0112233445⑆

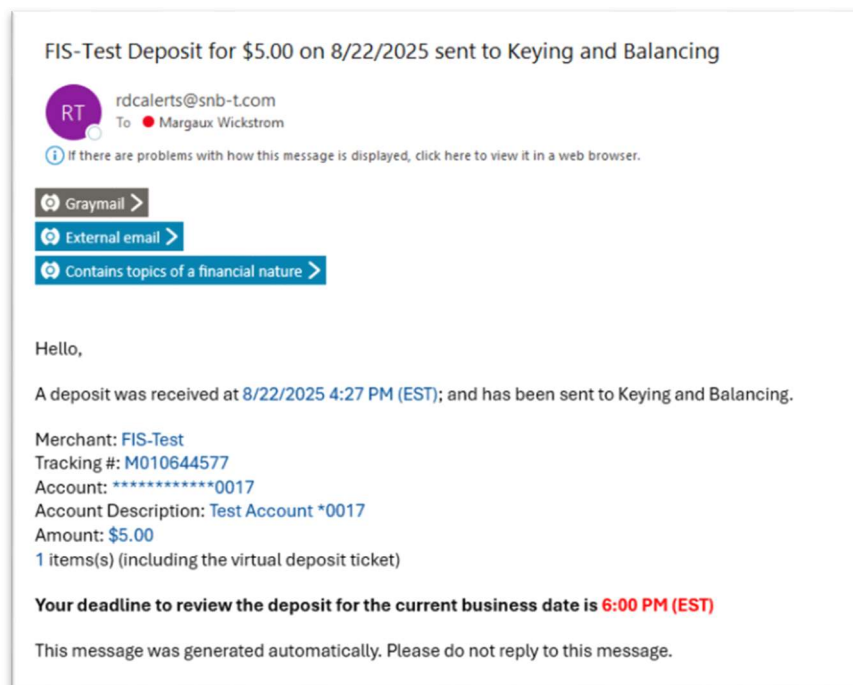
Sequence #10644577000010

[Capture](#) [Submit](#)

Items **1**

Amount	Sequence	Routing Number	Account	Serial	
\$5.00	10644577000010	091101879	0112233445	01028	<input type="checkbox"/>

Once submitted, client will receive an email notification that the deposit has been sent to be reviewed



To print a receipt, navigate to **Pending**, select the deposit, select the **3 dots** and select **View Deposit**.

Deposits

Open 5

Pending 3

Recent 1

Submitted	Tracking #	Status	Location	Account Name	Item Count	Deposit Total
8/22/2025 4:27:59 pm	M010644577	Keying and Balancing	Main	Test Account *0017	1	\$5.00
8/15/2025 9:48:29 am	M010601552	Pending FI Approval	Main	Test Account *0017	2	\$200.00

View Deposit

A **Deposit Detail Report** will generate and list content of deposit.

- It's best practice to print a receipt to bundle together with the checks scanned for deposit. Store them in a secure location for at **least 60 days**, but not more than 75 days. After the retention period, client is responsible for shredding them in a secure manner.

1 of 1

### Deposit Detail Report

PROPOSED DATE:	8/22/2025 3:27:59 PM	MERCHANT NAME:	FIS-Test
DEPOSIT STATUS:	Unknown	LOCATION:	Main
CREATED BY:	apfuretest	DEPOSIT ACCOUNT:	Test Account *0017
SUBMITTED BY:	apfuretest	TRACKING NO.:	M010644577-0

CAPTURE SEQUENCE	EXPORT SEQUENCE	ITEM TYPE	SERIAL NO.	ACCOUNT NO.	ROUTING NO.	ITEM AMOUNT
10644577000010	0	DEBIT	1028	112233445	091101879	\$ 5.00
Deposit Summary: M010644577						DEBIT COUNT 1
						AMOUNT \$ 5.00

Created By: APFURETEST Page 1 of 1 Created On: 8/22/2025 3:29:57 PM

Once a deposit has been **approved**, client will receive an email notification:

FIS-Test Deposit Approved for \$20.00 on 8/20/2025

RT

rdcalerts@snb-t.com

To: Margaux Wickstrom

📧

Reply

📧

Reply All

➡

Forward

📧

...

Wed 8/20/2025 3:24 PM

🔍

If there are problems with how this message is displayed, click here to view it in a web browser.

📧

Graymail >

📧

External email >

📧

Contains topics of a financial nature >

We have received your deposit submitted at 8/20/2025 3:18 PM (CST). This email is confirmation that the deposit below was received. Please contact us immediately if there are errors in this information.

Account: \*\*\*\*\*0017  
Account Description: Test Account \*0017  
Amount: \$20.00  
2 items(s) (including the virtual deposit ticket)

If your deposit is received after 6:00 PM (CST), it may be processed on the next business day.

This message was generated automatically. Please do not reply to this message.

In RDC, the **approved deposit** will show under **Deposits>Recent**.

## Deposits

Open 6 Pending 2 Recent 1						
Submitted	Tracking #	Location	Account Name	Item Count	Deposit Total	
8/20/2025 3:18:55 pm	M010629578	Main	Test Account *0017	2	\$20.00	

If a deposit has been **Rejected**, an email is automatically sent which includes the rejected reason.

FIS-Test Deposit Rejected for \$3,400.00 on 8/5/2025



rdcalerts@snb-t.com  
To: Margaux Wickstrom

Reply Reply All Forward

Tue 8/5/2025 9:31 AM

If there are problems with how this message is displayed, click here to view it in a web browser.

- Graymail >
- External email >
- Contains topics of a financial nature >

### FIS-Test

We have received your deposit at **8/5/2025 9:13 AM (EST)**; is **rejected by FI**. Please contact us immediately if there are errors in this information.

Account: \*\*\*\*\*0017

Account Description: **Test Account \*0017**

Amount: **\$3,400.00**

4 item(s) (including the virtual deposit ticket)

Rejected Reason: **Payee does not match account owner**

Rejected DateTime: **8/5/2025 9:30 AM (EST)**

Rejected By: **B242MRW**

This message was generated automatically. Please do not reply to this message.

Alerts for rejected deposits are also displayed in red on the home page.

Rejected deposits are sent back to **Open Deposits** to either be edited or deleted.

FDIC FDIC-Insured - Backed by the full faith and credit of the U.S. Government

Approvals Administration Research Reports Help

Alerts

You have deposits that have been rejected totaling \$3,400.00

Welcome Customer Name!

Today is 8/5/2025 at 9:31:26 AM! APITURETEST, your last login was on 8/5/2025 at 9:01:11 AM.

Superior National Bank is proud to have you FIS-Test as a Remote Deposit Capture customer. Remote Deposit Capture gives you the ability to conveniently deposit checks remotely, manage your remote check deposits and research those deposits anytime, anywhere, from any device.

You made your last deposit for \$0.00 on UNKNOWN at Unknown (Processed on UNKNOWN).

For any additional information, please contact us at 866-482-0404 or visit us at our website [www.snb-t.com](http://www.snb-t.com).

If you require additional assistance with your scanner, please contact Scanner Support at 800-327-6664.

Thank you!

Deposits

Open 1 Pending 0 Recent 0

Created	Tracking #	Status	Location	Account Name	Item Count	Deposit Total
8/5/2025 9:06:41 am	M010534029	Rejected	Main	Test Account *0017	4	\$3,400.00

Create Deposit

Location

Main

Account

Test Account \*0017

Control Total

\$ 0.00

Create Tape

Create Deposit

To delete an entire deposit from **Open Deposit**, click on the deposit.

## Deposits

Open 1	Pending 0	Recent 0
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Created	Tracking #	Status	Location	Account Name	Item Count	Deposit Total
8/5/2025 10:18:11 am	M010534738	Rejected	Main	Test Account *0017	2	\$50.00

Select the **three dots** in the upper right-hand corner and select **Remove Deposit**. (This option is available on each screen of the deposit process.) Select **OK** to confirm deletion.



**FDIC** FDIC-Insured - Backed by the full faith and credit of the U.S. Government

Approvals

Administration

Research

Reports

Help

Capture Items

Correct Items

Balance Deposit

Review Deposit

Q

Q

Q

C

C

1014

MICKY MOUSE

PO BOX 450

HANCOCK MICHIGAN 49930

74-187

811

DATE 08-05-2025

Pay to the Order of RDC Test

\$ 500.00

Fifty and 00/100

DOLLARS

SUPERIOR NATIONAL Bank and Trust

WITHIN 60 DAYS

Matching \$ amt

Micky Mouse

⑈01014⑈ ⑈091101879⑈ ⑈0112233445⑈

Sequence #10534738000010

Capture

Next

Items 1

Amount	Sequence	Routing Number	Account	Serial	
\$50.00	10534738000010	091101879	0112233445	01014	<input type="checkbox"/>

## Confirmation Message

Are you sure you wish to delete the deposit?

**Cancel** **OK**