



TEXT BANKING GUIDE

BALANCE AND ALERTS IN THE PALM OF YOUR HAND

ENROLLING IN ONLINE BANKING

You MUST be enrolled in Online Banking before you are able to access Bill Pay.

Ways to Enroll in Online Banking:

- Call us at 816-776-6669 or 816-637-6669 during business hours – After confirming your identity, you will be provided you with a temporary password.
- For after hours and weekend enrollment, complete our Enrollment form at <https://olb.communitybankmissouri.com/Enrollment/EnrollmentAdv.aspx> For security purposes, we will call and confirm your enrollment before allowing access to online features.
- You will be asked to provide a username and confirm the email address on file.

ONLINE BANKING PASSWORD REQUIREMENTS

- Passwords must be at least 12 characters long and include at least one uppercase letter, lowercase letter, one number and one special character (! @,#,\$,%^^,&*,(,))
- Your online banking password will expire annually and can only be changed using a web browser. Your password cannot be updated on the mobile app.
- You cannot use your previous 6 passwords.

ENROLLING IN TEXT BANKING

To enroll in text banking and alerts

- Select 'SELF SERVICE'
- Select 'SELF ADMINISTRATION'
- Select 'MOBILE BANKING' tab and select 'GO TO MOBILE BANKING'
- Select 'ADD TEXT BANKING'
- Select your mobile carrier and enter your mobile phone number
- View and Accept the Terms and Services
- You will receive a text message requesting your activation code from '49794'
- Your activation code appears on the screen – text your activation code back
- Once activated – you will be able to text '49794' the following commands

Text Banking Commands

FUNCTION	COMMAND	DESCRIPTION
Balance	B	Summary of available balances for all accounts
History	H	Summary of recent transactions per account
Help	HE	Help content for Text Banking
Stop	S	De-activate all Community Bank of Missouri text services