SHBA INTERNET BANKING

FRAUD PREVENTION SERVICES USER GUIDE

Abstract Step by step user guideline on SHBA Internet Banking Services for the customer

Last update: 10/2024

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1. Fraud Prevention Services

A. First Time User—(NEW) Enrollment

Tip.

• For multiple users account, only Admin may complete the Enrollment steps.

Shinhan Bank America(DEV)	1	-	19:50 Stay Online Log out ENGLISH
Cash Management Payment/Transfer	Product & Service	Settings	8
	Loan	Enrollment	ct & Service > Fraud Prevention Services > Enroll
Enrollment	Check management >	Positive Pay for Checks - Enter Checks	
Businesses, from small to large, have often been expos To protect your businesses, we are introducing an easy	Virtual Account 2	Positive Pay for Checks -	ctivities.
With our Fraud Prevention Services, you can monitor	Fraud Prevention Services	Review Check Exceptions	
Positive Pay for Checks allows you to monitor and d should pay or return your checks.	Exchange Rate	Positive Pay for Checks - Manage Entered Checks	ble for you to review. Simply determine whether we
ACH Transaction Blocker helps prevent fraud by refi rest for your review so that you can decide on your o		ACH Transaction Blocker - Enter ACH	ansactions that meet your criteria and sort out the
These services cost \$40 per account per month.		ACH Transaction Blocker -	

ts clever methods.	E > Product & Service > Fra	aud Prevention Services > Er
ts clever methods.	E > Product & Service > Fra	aud Prevention Services > Er
ud and stay in control of your ind/or ACH payments. ents. Any suspicious Items will		ew. Simply determine whether
t of specific criteria. We will all	ow ACH transactions that m	neet your criteria and sort out
enroll 4		
in er	nd/or ACH payments. Ints. Any suspicious Items will of specific criteria. We will all enroll	nd/or ACH payments. Ints. Any suspicious Items will be available for you to revie of specific criteria. We will allow ACH transactions that m

Cash Management Payment/Transfer Produ	ct & Service Settings	≡
Enrollment Businesses, from small to large, have often been exposed and v to protect your businesses, we are introducing an easy and "clev Vith our Fraud Prevention Services, you can monitor and take. Positive Pay for Checks allows you to monitor and determine should pay or return your checks. ACH Transaction Blocker helps prevent fraud by refining your rest for your review so that you can decide on your own.	Would you like to go to Manage Fraud Prevention Services page? 5 <u>Yes</u> no	ct & Service > Fraud Prevention Services > Enrollmer
hese services cost \$40 per account per month.	enroll	

	er Product & Service	Settings			=
		♠ HOME > F	Product & Service > Fraud	Prevention Services > Enroll	me
Enrollment					
					_
Please read the below terms and conditions carefu	Ily. To continue, check the box next to	"I agree" and click "Next."			
Fraud Prevention Services Agreement					/
This Fraud Prevention Services Agreement (*A				이 수가 많이 좋는 것은 것을 것 같아요. 가지 않는 것 같아?	
our Internet Banking Service, and amends and continue to apply in all respects, as amended I					
controlling. Your use of the Fraud Prevention S		252			1
forth in this Addendum.					
1. Fraud Prevention Service. The Fraud Prev	ecks and ACH entries presented again:			승규는 집에 집에 집에 집에 집에 가지 않는 것이 같다.	
safe originators authorized to make ACH credi					
safe originators authorized to make ACH credi Service, or enroll to both services at the same					
safe originators authorized to make ACH credi Service, or enroll to both services at the same to the Services by enrolling or cancelling a pre	vious enrollment, the change may resu	It in a gap period during which the			
safe originators authorized to make ACH credi Service, or enroll to both services at the same	vious enrollment, the change may resu	It in a gap period during which the			

Cash Manage		r Product & Service Set	tings ♠ HOME > Product	& Service > Fraud Prevention Services > Su
inrollment	1.Application	2.Verificati	on	3.Confirmation
	evention Account and Ser Select the acco		ld like to registe	er
		vices ount number you wou Account Name	ld like to registe	
elect the 8 . S	Select the acco	ount number you wou	-	

Product & Service		Product & Service >	Fraud Prevention Services > S 3.Confirmation	umr
2.Verif		Product & Service >		umi
2.Verif	ication		3. Confirmation	
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OSE FOR USE, INTERNET BAN	Enable		Enable	
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	iyment/Transfer	Product & Service	Settings		
lment			1		Service > Fraud Prevention Services >
1.Applica	tion		2.Verification		3.Confirmation
	You have succ	essfully disabled Fraud	Completed I Prevention Services		ted below. nation page
our Enrollment Su	mmary:	Account Name	Positive P	ay for Checks	ACH Transation Blocker

B. Re-Enrollment for Existing Customers

Tip.

• Previously enrolled customers may see this pop up for any updated agreements. Please check the box and process the re-enrollment.

_	nt for exception items you'd like to review.
100	Agreement ×
	Fraud Prevention Services Agreement T&C
	Please read the below terms and conditions carefully. To continue, check the box next to "I agree" and click "Enroll."
-01	Fraud Prevention Services Addendum
stit	This Fraud Prevention Services Addendum ("Addendum") supplements the Global Internet Banking Agreement ("Agreement") to which you agreed during an enrollment to our Internet Banking Service, and amends and becomes part of the Agreement. The terms of the Agreement are hereby ratified, affirmed and incorporated herein and shall continue to apply in all respects, as amended hereby. In the event of a conflict between the terms of the Agreement and this Addendum, the terms of this Addendum shall be controlling. In the event of inconsistency or conflict between a provision of this Addendum or the Agreement and the UCC, the provisions of this
itei ma	Addendum shall prevail.
su	Your use of the Fraud Prevention Services ("Services") or the use by persons authorized by you means that you agree to the following terms and conditions set forth in this Addendum.
s	1. Fraud Prevention Service. The Fraud Prevention Services are comprised of the Positive Pay Service and the ACH Transaction Blocker Service. These services help you manage risks associated with unauthorized checks and ACH entries presented against your account(s) by allowing you to submit a record of issued checks ("Items") or a list of safe originators authorized to make ACH credit or
P.	agree to the terms and conditions in the Agreement 2 1 enroll
	Please set the inquiry condition.
heck	number to see image.
	sturn an item for a reason other than "Unauthorized", please contact your branch
	Go to Summary Next step

C. Discontinuing the Service

Tip.

- If the user would like to disable the service, go to the Change service page in the enrollment page.
- If there is a pop up of the new agreement, the user must check the new agreement to go to the page to disable the service.

rollment			HOME > Product & Service >	 Fraud Prevention Services > Enrollm
	acision status. o make decisions, click the appropria ese options From our menu.	te button below.	Today's Date : 10/23/2 • <u>Change services</u>	24 Item Date : 10/22/2024 • <u>See Reports</u>
Cash Manager	ment Payment/Transfer	Product & Service Settin	18	
			A HOME > Product & Servi	ce > Fraud Prevention Services > Sum
Summary				
	1.Application	2.Verification		3. Confirmation
Select the account v	evention Account and Service you'd like to enroll and select service th services for each account at no ad Account Number		Positive Pay for Checks	ACH Transation Blocker
Select the account y You can choose bo	you'd like to enroll and select service th services for each account at no ad	(s) for your account. ditional monthly fee. To continue, click "Nex	Positive Pay for Checks	ACH Transation Blocker
Select the account y You can choose bot	you'd like to enroll and select service th services for each account at no ad	(s) for your account. ditional monthly fee. To continue, click *Nex Account Name	Positive Pay for Checks	

D. Positive Pay - Registering Issued Checks (Single)

🔇 Shinhan Bank	America (DEV)	c	CUS-SNM-NM2600547534 28:	46 Stay Online Log out ENGLISH
Cash Management F	Payment/Transfer	Product & Service 1	Settings	
		Loan >	Summary	n Services > Positive Pay for Checks - Enter Checks
Positive Pay for C	hecks - Enter	Check management	Positive Pay for Checks	
	Please complete all required fields below. Enter Chec The checks you've entered will not be processed unti 1.Application		Positive Pay for Checks -	
1 Appli			Review Check Exceptions	3.Confirmation
Тарри	auon	Exchange Rate	Positive Pay for Checks - Manage Entered Checks	3.001111111011
Enter your checks			ACH Transaction Blocker - Enter ACH	
* Туре	Issued			
* Account	700-000-2835	593 (PURPOSE FOR USE, INTE	ACH Transaction Blocker - Review ACH Exceptions	

	ields below. Enter Check Information (* Il not be processed until they have been			
1.Applic	ation	2. Verification		3.Completed
nter your checks				
* Туре	Issued		~	
* Account	700-000-		~	
• Check #	134			
Payee	134 PAYEE			
* Amount			10,00	
* Issued Date	10/16/2024			

* Amount			1.00			
* Issued Date	10/27/2022				F	
					5	Add Ro
✓ 📩 File Layou	ut 🛃 Download Template	1 Upload Excel file			D	elete Ro
	ut Download rempiate	Upload Excernic			B	
Verification	Verification error details	Туре	Account	Check #	Amount	
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<						>
						Add
/ Eile Layout	t 👌 Download Template	🏦 Upload Excel file			-	Add Delete
Verification	t 👌 Download Template i	1 Upload Excel file Type	Account	Check #	— Amount	_
			Account 700000283593	Check # 53		_
Verification		Туре				Delete
Verification		Туре	700000283593			Delete
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Verification		Туре	700000283593			Delete
Verification Verification Total Count Number of cases on		Туре	700000283593			Delete
Verification Verification		Туре	700000283593			Delete

		Unout a	
<	Please complete the verification process.	× 3	1.00
Total Count	Confirm		1

-	e all required fields below. E ve entered will not be proce						
	1.Application		2.Verification		3.Confirma	tion	
eck Upload	Summary						
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1	70000283593	53	1.00			10272022	,
			total				
Issued							1
Issue Amount						1.0	0
Voided				• •			0
Voided Amount			Re	eview the ir	nformation	0.0	0
Total Entries							1
Total Amount						Activity	6

					*. Confirmation	on Page	
itered Check S	ummary						
Туре	Account	Check #	Amount	Payee	Payee 2	Issued Date	/
I	700000283593	53	1.00			10272022	-
			total				
Issued							1
Issue Amount						1.0	0
Voided							0
Voided Amount						0.0	0
Total Entries							1
Total Amount						1.0	0

E. Registering Issued Checks (Bulk)

Tip.

• To register multiple checks at once using the excel, the user may download the template on our website.

💕 Shinhan Ba	nk America(DEV)	(CUS-SNM-NM2600547534 28:4	46 Stay Online Log out ENGLISH			
Cash Management	Payment/Transfer	Product & Service	Settings				
		Loan >	Summary	n Services > Positive Pay for Checks - Enter Check			
Positive Pay fo	r Checks - Enter	Check management	Bositive Pay for Checks Enter Checks				
Please complete all required fields below. Enter Cheo The checks you've entered will not be processed unti		Virtual Account	Positive Pay for Checks -				
17	pplication	Fraud Prevention Services	Review Check Exceptions	3.Confirmation			
		Exchange Rate	Positive Pay for Checks - Manage Entered Checks				
Enter your checks			ACH Transaction Blocker - Enter ACH				
* Туре	* Type Issued						
* Account	7((PURPOSE FOR USE, INTE	ACH Transaction Blocker - Review ACH Exceptions				

* Issued Date					
✓ 🛃 File Layout	Download Template	oad Excel File			Add Rows — Delete Rows
Verification	Verification error details	Туре	Account	Check #	Amount
	Plea	se register by clicking ad	d row button.		
,					
Type Account Num	nber Check Number 5	ount	Payee Name	Payee Name 2	Check issued Date
*Download the templa	ate first, then upload	d after filling i	n the informa	ition according	şlγ.

* Issued Date	•					Add
~	File Layout	📩 Download Template 🏦 U	pload Excel file			— Delete I
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			То	tal		
Total Cour	nt					
Number o cases on standby						
Normal number o cases	ť					
Number o error case			7			
		Go to Sum		cation Next	8	

••••••••••		Circon a	
	Please complete the verification process.	3	1.00
Total Count	Confirm		1

-		Enter Check Information (* essed until they have been				
	1.Application		2.Verification		3.Confirm	ation
eck Upload S	Summary					
Туре	Account	Check #	Amount	Payee	Payee 2	Issued Date
ì	70	53	1.00			10272022
			total			
Issued						1
Issue Amount						1.00
Voided						0
Voided Amount			Revi	ew the info	ormation	0.00
Total Entries						1
Total Amount						Active

			successfully submitted. Plea pproved, these exception iter your decisions		and the second second second second		
					*. Confirmatio	on	
ntered Check Si	ummary						
Туре	Account	Check #	Amount	Payee	Payee 2	Issued Date	^
I	700C	53	1.00			10272022	~
			total				
Issued							1
Issue Amount						1.0	0
Voided							0
Voided Amount						0.0	0
Total Entries							1
Total Amount						1.0	0
		G	So to Summary Continu	це			

F. Making decisions for Check Exceptions

🛞 Shinhan Ba	ank Ameri	ca (DEV)		CL	JS-SNM-NM2600547534	28:56	Stay Online	Log out	ENGLISH	~
Cash Management	Payment/Tra	ansfer	Product & Service	1	Settings					
			Loan		Summary	Po	sitive Pay fo	r Checks - Re	view Check Exc	ceptior
Positive Pay fo	or Checks -	Revie	Check management		Positive Pay for Checks - Enter Checks					
You may choose to review all accounts at the same ti		Virtual Account Fraud Prevention Servic		Positive Pay for Checks - Review Check Exceptions	1	1				
1.	1.Application		Exchange Rate		Positive Pay for Checks - Manage Entered Checks	3		3.Confirmatio	Confirmation	
Search Conditions	5				ACH Transaction Blocker - Enter ACH					
* Account	All			Se	ACH Transaction Blocker - Review ACH Exceptions					
				Se	ACH Transaction Blocker -					

Inquiry cond	litions						
Account		All			~		
cisions must be undecided items	made between s by 6:00 p.m. E	9:00 a.m. and 6:00 p.m ST will be returned and). Eastern Standard Time I unpaid.	Inquiry on a business day			
Total To Review				 Revi 	ewed		
Pay	nmary Selected	Return Selected	Clear Selected]	4 . Inquiry (results unt		
	Deci	sion **	Account#	Check	Number *	Amount	Paid Date
			Please	set the inquiry con	lition.		

Select the account for exception if fou may choose to review all account of the second secon	-									
1.Application	n		2.Verifica	ition		3.	Completed			
Inquiry conditions				5. (Once v	ou see	the re	sult, make th	e deci	sion
Account	All				below			,		
			inquir		below					
cisions must be made between 00	0:00 a.m. Eastern s	Standard Time and 3:00	0 p.m. local time o	m a business da	у.					
ase make sure to			multiple c	hecks at	once by c	hecking th	e boxes an	d using these buttor	is on top.	
	-	process it to	-		-	-		0		
ceptices Summary										
Pay Selected	Return Selected	I Clear Selecte	d							
Decision **	Account#	Check Number *	Amount	Paid Date	Entered Type	Entered	Entered Check#	Entered Payee	Entered	Entered Issue Date
Select 7	0	000000145	20,00	10/17/2024	1	700	145	145 PAYEE1 145 PAYEE2	20,00	10/16/2024
Select 7	0	000000144	10,00	10/17/2024					0,00	
Select 7	0	000000144	15,00	10/17/2024					0,00	
Sele You may	also mak	e the decisio	on individu	ually by i	using the d	ropdown r	nenu		10,00	10/16/2024
Select 7	0 0	000000134	15,00	10/17/2024		700	134	135 PAYEE	10,00	10/16/2024
								> *		
lick on a check number to see i I you need to return an item for		an "Unauthorized", p	lease contact yo	ur branch						
		Go to	Summary	Next step						
	+			_						
Deposite	ed Checl	k Informa	tion			Previo	ously reg	istered Check I	nforma	ition
hock informat	tion in h		what	was de	nocitod	and the	Chacki	nformation in r	od hov	ic how
			5 wildt	was uc	positeu	and the			eu bux	13 110 11

~	Pay Se	Hected	Return Selec	ted C	A.L		V	1		
Î	Decisi	ion **	Account#	Check Nu	Please double-check the		ion	Entered Account	Entered Check#	E
	Pay	*	700-000-550	000617	against the actual check of proceed with the transact			700-000-550	6172024	7
	Pay	*	700-000-550	000617	yes	no		700-000-550	6172024	1
	Pay	•	700-000-550	00000012	34 50.00	1017/2024				
	- Berry		700 000 550	00000001	45 20.00	10/17/2024		700.000 550	145	

*If the user attempts to "Pay" the check that doesn't have previously registered information or mismatching information, a pop up will display to confirm.

G. Manage registered checks

🔇 Shinhan Bank Amer	ica (DEV)	c	CUS-SNM-NM2600547534	28:56	6 Stay Online	Log out	ENGLISH	~
Cash Management Payment/T	ransfer Product & Se		Settings					
	Loan	1	Summary		Positive Pay for	r Checks - Rev	view Check Ex	xceptio
Positive Pay for Checks	- Revie Check manage	ement >	Positive Pay for Checks - Enter Checks					
 Select the account for exception items yo You may choose to review all accounts a 	Virtual Account	t >	Positive Pay for Checks -					
	Fraud Prevent	ion Services	Review Check Exceptions			0.0 E F		
1.Application	Exchange Rat	2	Positive Pay for Checks - Manage Entered Checks		L	3.Confirmatio	n	
Search Conditions			ACH Transaction Blocker	. 3				
* Account	All		Enter ACH					
		s	ACH Transaction Blocker Review ACH Exceptions					
Decisions must be made between 9:00 a.m. All undecided items by 6:00 p.m. EST will be		ard Time on a b	u. Manage Entered ACH					
= Total = To Review			Fraud Prevention Service See Reports	S -				
Exceptions Summary								vate \ Setting

🔇 Shi	nhan Bank	America(DEV)		CUS-SNM-NM26005	547534 21):46 Stay Online	Log out	ENGLISH	~
Cash Ma	nagement I	Payment/Transfer	Product & Service	Settings					E
Positiv	e Pay for C	hecks - Manag		Product & Service > Fraud F ecks	Prevention Servio	es > Positive Pay fo	or Checks - Ma	nage Entered	i Cheo
	1.Appli	cation		2.Verification			3.Confirmation		
Search	Conditions	1							
* Account		700-0(_ (PURPOSE FOR US	SE, INTERNET BANKING T	EST) 🔽				
		s that have not been clear nformation or delete a che Account		Search recks list. Payee	Payee 2	Amount	Is	sued Date	
V	Issued	700-0(53			1.	00 1	0/27/2022	
			Go to Su	ımmary Delete	4			Ac Go	ti 👍

H. ACH Transaction Blocker - Register authorized ACH trx

🔇 Shinhan Bar	nk America(DEV)		CL	JS-SNM-NM2600547534	28:5	6 Stay Online	Log out	ENGLISH	V
Cash Management	Payment/Transfer	Product & Service	1	Settings					E
		Loan	1	Summary		Positive Pay for	r Checks - Re	view Check E	xceptio
Positive Pay for	Checks - Revie	Check management		Positive Pay for Checks - Enter Checks					
 Select the account for exc You may choose to review 		Virtual Account							
		Fraud Prevention Service	<u>s</u> >	Positive Pay for Checks - Review Check Exceptions					
1.Ар	plication	Exchange Rate	2	Positive Pay for Checks - Manage Entered Checks			3.Confirmatio	'n	
Search Conditions	_			ACH Transaction Blocker - Enter ACH					
* Account	All				Э	3			
			Se	ACH Transaction Blocker - Review ACH Exceptions					
Decisions must be made bet All undecided items by 6:00 p			n a bu:	ACH Transaction Blocker - Manage Entered ACH					
 Total To Review 				Fraud Prevention Services					
Exceptions Summary				See Reports					vate \ Setting

	red based on the list of Originato			
Other transactions from unkno	own Originators will be classified	as exceptions.		
1.Applic	ation	2.Verification	T	3.Confirmation
ter your ACH manually Account #	700-0 (PU	RPOSE FOR USE, INTERNET BANKING 1	TEST) 🗸	
Originator's Name			4	
Routing Number				
Company ID				
Allow	Debit-This service will	only compare debit entries.		
🛃 File Layout	🛃 Download Template	🏦 Upload Originator List		Add Ro

 Routing Number 							
 Company ID 							
* Allow	Debit-This service w	vill only compare deb	it entries.				
V 🛃 File Layou	it 🛃 Download Template	🏦 Upload Orig	inator List			Add 5 Delete	
Verification	Verification error details	Account#	Originator's Name	Routing Number	Company ID	Allow	٦
			SHIN HAN KIM	322271627	00000213837	D	
			Total				
Total Count	•						
Number of cases on standby	*. ACH also r	nay be regi	stered in BULK	by using the	template.		
Normal number of cases							
Number of error cases							
	Go	to Summary	Verification	Next		Act	t

V 🛓 File Lay	yout 🛃 Download Template	🏦 Upload Origi	Hator Liot			— Delete
Verification	Verification error details	Account #	Originator's Name	Routing Number	Company ID	Allow
			SHIN HAN KIM	322271627	00000213837	D
			Total			
Total Count						
Number of cases on standby						
Normal number of cases						
Number of error cases		6		7		
	Go	to Summary	Verification	Next	ł	Act Go t

🔇 Shinhan Bank	America(DEV)	CUS-SNM-NM2600547534	29:46 Stay Online	Log out ENGLISH
Cash Management Pa	ayment/Transfer Product &	Service Settings		
ACH Transaction E	Blocker - Enter ACH	HOME > Product & Service > F	raud Prevention Services > A	CH Transaction Blocker - En
	ise complete all fields below. ed based on the list of Originators you wn Originators will be classified as exc	-		
1.Applica	tion	2.Verification		3.Confirmation
Information you've entered 	Originator's Name	Routing Number	Company ID	Allow
tere entre researching	SHIN HAN KIM	322271627	00000213837	D
		Back Next	é	
			8	

Enter your ACH manually. Please c ACH transactions will be allowed ba Other transactions from unknown O	ased on the list of Originators you h				
1.Application		2.Verification		3.Confirmation	
		Completed successfully made the follow ase print this page for your re			
	t are not included here will be block	ed and made available for review at			
Account #	Originator's Name	Routing Number	Company ID 00000213837	Allow	

I. Making decisions for ACH Exceptions

🔇 Shinhan Bank Am	erica(DEV)		СЦ	JS-SNM-NM2600547534	28:56	Stay Online	Log out	ENGLISH	~
Cash Management Payme	ent/Transfer	Product & Service		Settings					
		Loan	1	Summary		Positive Pay fo	r Checks - Rev	iew Check E	xceptio
Positive Pay for Check	ks - Revie	Check management		Positive Pay for Checks - Enter Checks					
Select the account for exception itemYou may choose to review all account		Virtual Account		Positive Pay for Checks -					
d Annalise Gran	_	Fraud Prevention Ser	vices >	Review Check Exceptions			2 Confirmation		
1.Application		Exchange Rate	2	Positive Pay for Checks - Manage Entered Checks			3.Confirmation	1	
Search Conditions				ACH Transaction Blocker - Enter ACH					
* Account	All								
	Ly.	1	Se	ACH Transaction Blocker - Review ACH Exceptions		7			
Decisions must be made between 9:00 All undecided items by 6:00 p.m. EST v			e on a bu	ACH Transaction Blocker - Manage Entered ACH	3				

	CH transactions you'd like to re ew all accounts at the same tim						
4.	Application		2.Verification			3.Confirmation	
Search Conditions	5						
Account	All			~			
To Review		Clear Selected					
Pay Select	Account	Company Name	Routing #	Company ID	SEC Code	Credit / Debit	Amou
Decision			· · ·	الماحين معرم ماخص	v hoforo r	making decis	ion.