

Alerts keep businesses informed on account activity and tasks to do in Business Banking.

Access **Alerts & Notifications** via the Settings and Reports menu. This option is available to all Business Admins and Business Users.

Alerts and Notifications

You can stop receiving these alerts by deselecting your email/text preferences below, or following the out instructions

Tax ID Classy Catering ▼

Email alerts are sent to

✉ liz@classycatering.com

[Update](#)

Alert Type

[Add an alert +](#)

Settings and Reports

[Online Statements](#)

[Online Statements Preferences](#)

[Connectivity for Quicken® and QuickBooks®](#)

[Alerts and Notifications](#)

[System Notifications](#)

Tip: Alerts are sent via **email** - text alerts are NOT an option in Business Banking. The email address pulls from My Settings but is editable here.

Which alert would you like to add?

Accounts

[Balance update](#)

Activity

[Low balance](#)

[High balance](#)

[Large withdrawal](#)

[Large deposit](#)

[Check cleared](#)

Reminders

[Loan payment due](#)

[Loan payment overdue](#)

[Maturity date](#)

[Personal message](#)

When do alerts go out?

Balance update & personal reminders run between 8am and 10am CT. All other alerts run once daily.

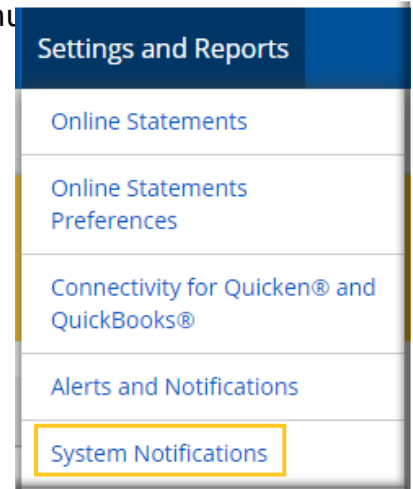
Actionable Alerts

The “Low balance” alert includes a **Make a Transfer** button. Upon selecting it, the user goes directly to the Transfer page in Business Banking (logs in first if not already in session).

Access **System Notifications** via the Settings and Reports menu. This option is available to all Business Admins and Business Users.

These emails are notifications for activity that happens in Business Banking (versus alerts are on account activity).

The user controls which emails the system sends; to opt-out, simply unselect the box and click Save at the bottom.

A screenshot of the 'System Notifications' settings page. At the top, it says 'Choose the email notifications you would like to receive by selecting the Opt-In checkbox. To stop receiving a notification deselect the checkbox. Notifications are sent to the primary email found in My Settings.' Below this is a table with two columns: 'Email Type' and 'Opt-In'. The table is divided into two sections: 'Approvals' and 'Payments'. Under 'Approvals', there are two rows: 'Approval Declined - an item pending approval has been rejected by an approver at your company' and 'Pending Approval - approval required for: New or Changed User, Payment, File Upload, or Payment Template'. Both have checked checkboxes. Under 'Payments', there are four rows: 'Past Due Payment Approved - an ACH or Wire Payment submitted on a previous day has been approved by your Financial Institution', 'ACH Prefunding Failure - the prefunding transfer for an ACH Batch has failed', 'Payment Declined - an ACH or Wire Payment has been declined by your Financial Institution', and 'Payment Approved - an ACH or Wire Payment has been approved by your Financial Institution'. All four have checked checkboxes. At the bottom left of the table is a 'Save' button.**Notes:**

- Business Banking does not support text alerts. The notifications are via email (the mobile app supports push notifications as well).
- Options may vary based on business setup and user entitlements; for example, this screenshot doesn't show system notifications for Positive Pay.