

Important – Please read

Your transition to Simmons Bank is fast approaching, and we are happy to be welcoming you into our banking family. A few reminders are detailed below, along with links to important training resources. The most up-to-date information is available at simmonsbank.com/businesswelcome; be sure to visit the page often and review the **Updates** section for the most recent changes.

Check Positive Pay

We will map over your issued item file formats; please begin uploading your files Monday, April 11. Any outstanding items will be brought over to Simmons Bank Online Banking; you will not need to enter or upload the items again.

Electronic Delivery of Statements and Notices (eStatements)

All account statements, account analysis statements, and ACH Notice of Change (NOC) notices will be available to you to view and download in Simmons Bank Online Banking. You may request to have a paper statement mailed instead of, or in addition to, these eStatements. Paper statements are \$5 per statement cycle beginning August 1, 2023.

Recurring Transactions

Please make note of the schedule and next initiation date of any recurring ACH originations, wire transfers or intrabank transfers prior to April 8. You will need to review and schedule, if necessary, the recurrences for these transactions in our Online Banking system beginning Monday, April 11.

Remote Deposit Complete

Simmons Bank uses the same Remote Deposit Complete platform that you use today. Your login information will change, as access to Remote Deposit Complete will be available within Simmons Bank Online Banking.

Conversion Checklist

A step-by-step guide of events related to your conversion and product comparison is available [here](#).

Webinars

Our team is offering several helpful 30-minute webinars to familiarize you with our system and walk you through some of its key features. *This webinar is highly recommended for all users and will be available on the dates below.*

To register for one of these sessions and add to your calendar, click the red box under the desired date. You can also use this link on the day of the webinar to join the presentation. **Some sessions may fill up, so register early to reserve your preferred time slot.**

**Monday, April 4,
2–2:30 p.m. CT**

REGISTER

**Wednesday, April 6,
10–10:30 a.m. CT**

REGISTER

**Friday, April 8,
2–2:30 p.m. CT**

REGISTER

In addition to these webinars, there are product- and function-specific user guides and training videos available for you to view anytime at simmonsbank.com/businessresources.

In the coming weeks, your company will receive additional emails with information pertinent to your transition. You can expect to receive an email from us every Wednesday from now through your transition on April 11. Please be on the lookout for these important communications. Please add treasurymanagement@simmonsbank.com and noreply@simmonsbank.com to your safe list to ensure these emails are not marked as spam.

If you have any questions, we can be reached at **281.516.4945** or TMBusinessBanking@simmonsbank.com.