

# Mobile Check Deposit Instructions

## Mobile Deposit Tips Using the Citizens State Bank App

- ✘ Please sign the back of the check and underneath your signature you must endorse the check with "**For Mobile Deposit Only at CSB**". If not properly endorsed, the deposit will not be accepted.
- ✘ After the deposit, you will receive a confirmation email from [monitor@ensenta.com](mailto:monitor@ensenta.com). Once CSB has processed the deposit, you will receive another email from [monitor@ensenta.com](mailto:monitor@ensenta.com) stating the deposit has been approved by Citizens State Bank. The check will be deposited same day in nightly processing if deposited before 3:00 pm on a business day Monday thru Friday.
- ✘ Foreign checks, money orders, and U.S. Treasury checks will not be accepted.
- ✘ Place the check on solid dark background when taking the picture.
- ✘ Keep the check within the square on the camera screen and make sure you can see all four corners and MICR line on the bottom of the check.
- ✘ Keep your phone flat and steady above the check when taking the picture.
- ✘ If depositing multiple checks, each check must be submitted separately.



ENDORSE HERE

*John Doe*

*For Mobile Deposit Only*

*At CSB*

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE\*