

# First-Time Login Instructions

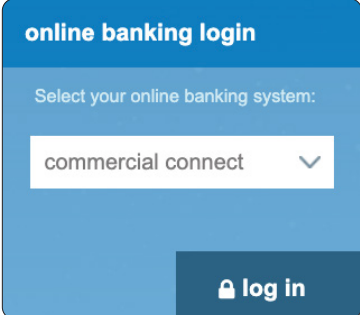
## Commercial Connect

Follow these instructions to log into Commercial Connect.

If you need help with your login, please contact your support specialist at 1-877-860-9449.

### 1 Go to [ColumbiaBank.com](https://ColumbiaBank.com)

Select **Commercial Connect** from the drop down in the login box.



### 2 Complete Fields on Login Page

Company ID: Enter the Company ID mailed to you 2/10/22.

User ID: Enter the User ID mailed to you 2/10/22.



Password: Enter the Temporary Password mailed to you 2/15/22.

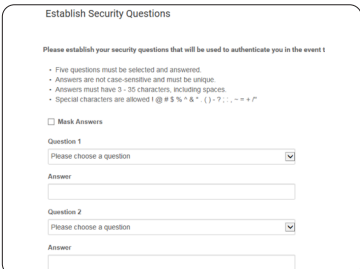


Click **Sign In**.



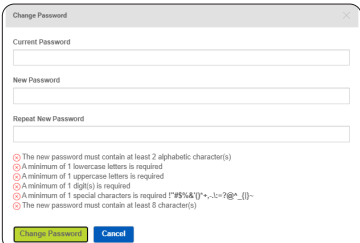
### 3 Establish Security Questions

These questions will be used to authenticate you when using the Forgot Password feature on the login screen.



### 4 Create New Password

Note: red circles change to green as password requirements are met while entering new password.

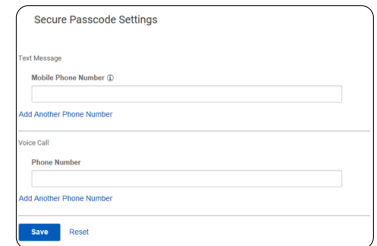


# First-Time Login Instructions

## Commercial Connect

### 5 Secure Passcode Settings

Provide at least one phone number to receive text or voice One-Time Passcodes. The 6 digit One-Time Passcodes are used to authenticate you when approving ACH or wire transactions, managing users or when logging in from a new device.



When you enter a mobile phone number, you will be required to send an activation code to the device. Click on **Send Activation Code**.



Enter 6 digit code received in the **Enter Code** box and click on **Activate**.



After providing all numbers that you would like available as options to receive One-Time Passcodes, click **Save**.

### 6 Access your Accounts From Your Phone or Tablet

#### iPhone or iPad Users

- Visit the App Store and search for "CB Business".
- The first time you log in on your device, you may be prompted to receive a secure access code in order to log in.



#### Android Users

- Visit Google Play and search for "CB Business".
- The first time you log in on your device, you may be prompted to receive a secure access code in order to log in.

