

Business Online Banking and Bill Pay First-Time Login Instructions

Follow these instructions to login to Business Online Banking and Business Bill Pay.

If you need help with your login, please contact Treasury Management Services at 1-877-305-7125.

1 Gather your organization ID, user ID, and temporary password

If you have not received both of your login credentials cards by Monday, February 26, 2018, call 1-877-305-7125 immediately. You will need the login credentials provided on the cards to login to Business Online Banking.



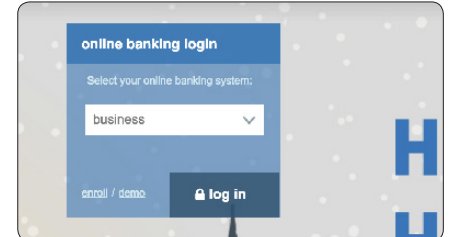
2 Visit www.ColumbiaBank.com

Go to www.columbiabank.com to access Business Online Banking.



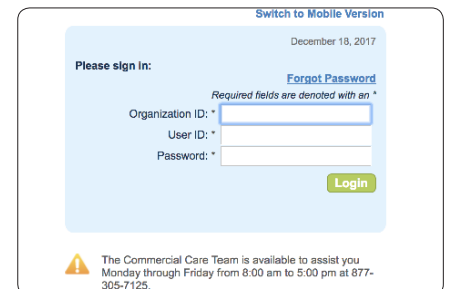
3 Select "business" from the drop-down box

Select the arrows to show the the options in the drop-down box. Select "business" and click the "log in" button.



4 Sign in

Enter your organization ID, user ID and temporary password found on your login credentials cards and click the green "Login" button.



(Continued on reverse.)



5 Create your new password

Re-enter your temporary password in the Current Password box. Create your new password and enter it in both the New Password and Confirm Password boxes.

Important: Your new password must be at least eight characters and contain at least one number.

Click "Submit".

You will be forced to repeat this step if the password you selected does not meet the minimum requirements.

Your password has expired. Please enter a new password.

Required fields are denoted with an *

Organization ID:

User ID:

Current Password:

New Password:

Confirm Password:

6 Security enrollment

Select a question from the drop down box. Enter the answer to the question. Reenter and confirm your answer. Enter your e-mail address.

This question provides an added layer of security and will be asked when using the "Forgot Password" option.

Click "Submit".

The security question and answer that you choose below will allow you to reset your password, if forgotten. If you reset your password a temporary password will be sent to the email address provided below.

Required fields are denoted with an *

Security Question:

Security Answer:

Confirm Security Answer:

Primary Email Address:

Welcome to Columbia Business Online Banking

You have completed the first-time login process. Please read the additional information below about our SecureSmart security features that you will have to enroll in at a later date.

Columbia Bank

Welcome to Business Online Banking

Log out

Personal Small Business Commercial Wealth Management About Us

Home

Accounting: Jul 24, 2013 10:17 AM

Bank Messages

Our Commercial Care Team is available from 9AM to 5PM Monday - Friday at 877-305-7125.

Deposit Accounts

Account Name	Account Number	Available Balance	Account Group
Checking	1234567890	\$100.00	Checking
Savings	0987654321	\$500.00	Savings
Total Balance		\$600.00	

Favorite Reports

Report Name	Report Frequency	Report Date
Balance Sheet	Monthly	7/23/13
Income Statement	Monthly	7/23/13

Attention Bill Pay users: If you were previously enrolled in Business Bill Pay at Pacific Continental Bank, accessing your Bill Pay account is simple. After logging into the new Business Online Banking system, select the Bill Payment link from the menu on the left. Your Bill Pay session will automatically open within your current Business Online Banking session.

If you are not enrolled in Business Bill Pay and would like to find out more information or enroll, please contact Treasury Management Services at 1-877-305-7125.

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Wait for SecureSmart Enrollment

SecureSmart helps prevent unauthorized access to your Business Online Banking session. Since SecureSmart learns the behavior patterns of your online activity, it may take a while before you are automatically presented for enrollment. Once you are presented for enrollment, please follow the instructions enclosed with this mailing. You will be required to complete enrollment before proceeding to your Business Online Banking session.

Features include:

- Learns the behavior patterns of users and challenges users when accessing from an unfamiliar system, location or time of day
- Suspicious access results in a request to contact you through one of up to four phone numbers you provided at time of registration. The system will dial the number chosen and present a secure short code on your computer that must be entered into your phone to continue online access
- Optional challenge questions may be substituted in lieu of SecureSmart feature

