

SOUTHERN MICHIGAN BANK & TRUST

Southern Treasury Initial Login Guide

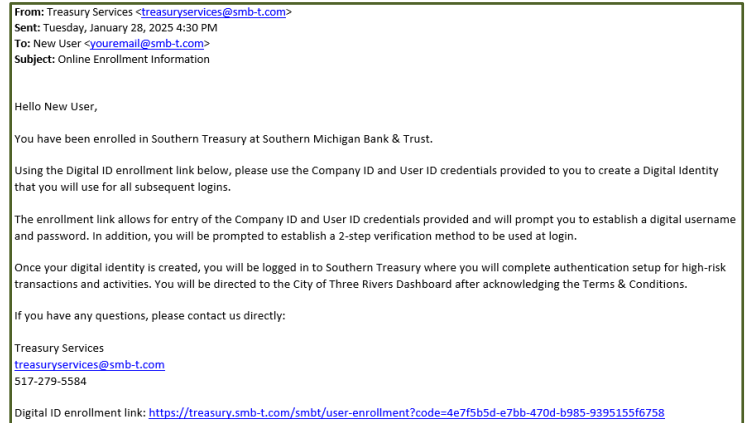
Initial Login Guide

New Southern Treasury users can log in after obtaining their Company ID and Login ID from their company administrator and their automated Enrollment Email from Treasury Services.

Enrollment Email

- Select the **Digital ID enrollment link** from the enrollment email to get started.

TIP: For future logins, bookmark
<https://treasury.smb-t.com>



Login

Once on the Southern Treasury login screen, enter the login information provided by your administrator.

- **Company ID**
- **Login ID**
- Click **Submit** to continue

Login

Input your Treasury Company ID and Treasury User ID to begin the enrollment process. You will be prompted to complete profile details, as well as select a user name and password.

Company ID *

Login ID *

Create my SMT ID

- Select **Create my Southern Michigan Bank & Trust ID**
- Enter the following required information
 - **First name**
 - **Last name**
 - **Email**
 - **Phone Number**

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Create your Southern Michigan Bank & Trust ID to establish your account access.

Create your SMT Credentials

- **Username**
 - Username must be between 4 and 64 characters
 - Username can contain letters, numbers, dashes, underscores, apostrophes and periods
 - Username cannot begin or end with a period or space
 - Username cannot contain accents, ampersands, equal sign, brackets, plus sign, at sign or commas
- **Password**
 - Password must be between 8 and 128 characters
 - Password must not match or contain your username
 - Password must not begin or end with a space
- **Confirm password**

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Create your Southern Michigan Bank & Trust ID credentials

Username

Show rules

Password

Show rules

Confirm password

Create your Southern Michigan
Bank & Trust ID

Verify your profile information

First name (Required)

Last name (Required)

Email

Email (Required)

Phone Number

Country Home

US/Canada

Country Mobile

US/Canada

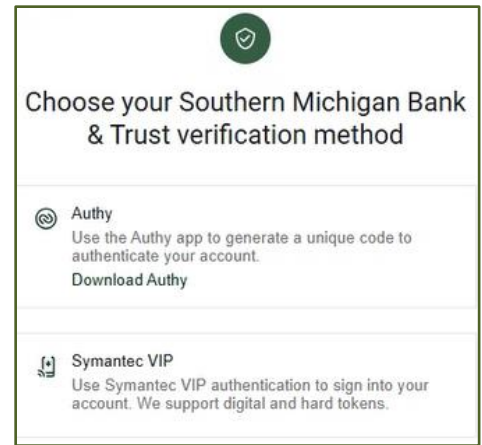
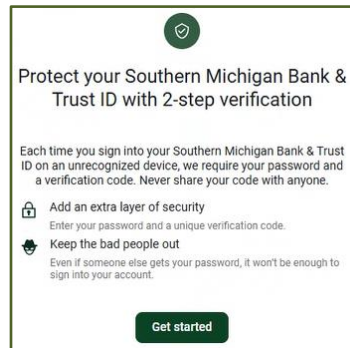
Country Work

US/Canada

2-Step Verification

Download the *VIP Access* app from the app store on your mobile device or use the physical token provided by Treasury Services or your Administrator.

- Select **Get started**
- Choose **Symantec VIP**

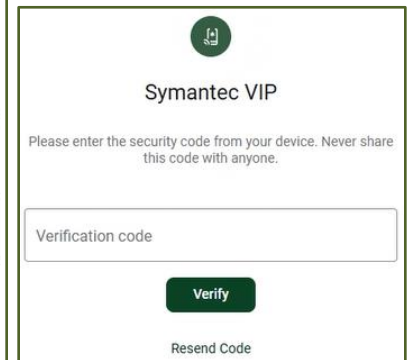
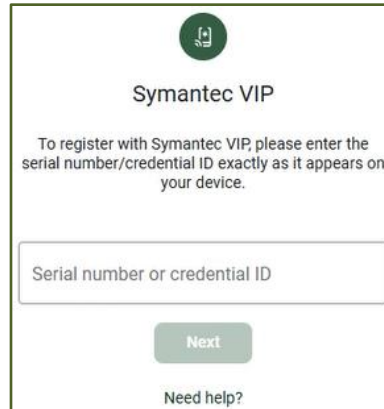


Physical Token

- Enter the **S/N** number from the back of the device. This includes **AVT**
- Enter the **Verification Code** displayed on the screen after clicking the button.

Mobile App

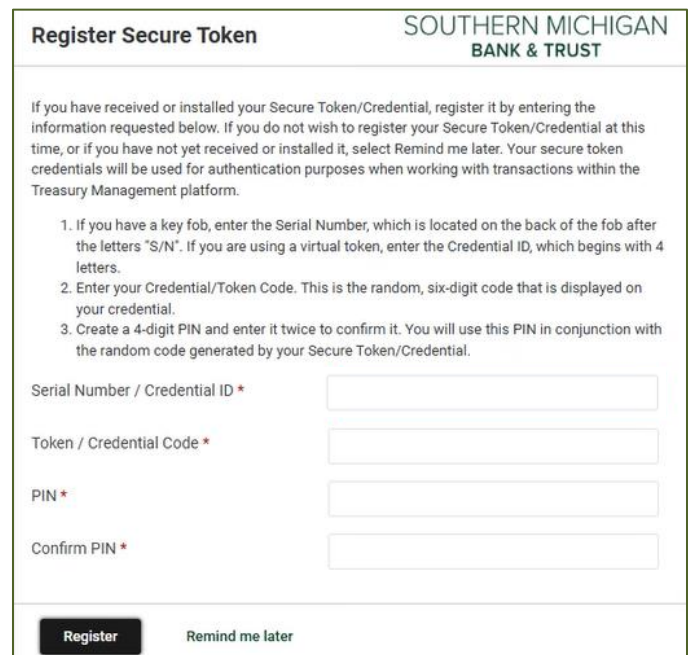
- Enter the **Credential ID**. Include the four letters before the number with no spaces.
- Enter the **Security Code** displayed within the circle.



- Select **Verify** before the timer resets to complete.

Secure Token Registration

- Serial Number / Credential ID
 - Physical Token: back of device, labeled S/N
 - VIP Access App: top of screen, labeled Credential ID
- Token / Credential Code
 - Physical Token: press button, enter six-digit code displayed on screen
 - VIP Access App: enter the six-digit code displayed in the circle
- PIN: Create a four-digit PIN
- Confirm PIN: Re-enter the PIN
- Select **Register**



Terms & Conditions

Review and agree to the Terms & Conditions by selecting the **I Agree** checkbox and then click **Accept**.

The Southern Treasury Dashboard view opens.