

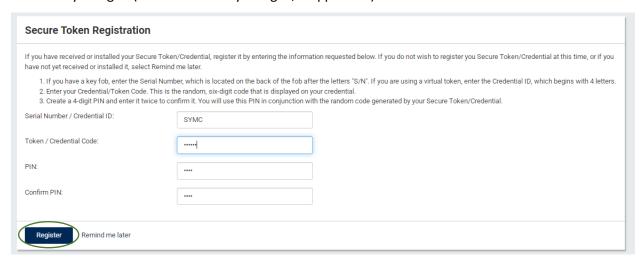
## **Registering My Symantec Token**Treasury Management Guide

A secure token is required to access your business online banking when online wire or ACH origination is enabled. First Carolina Bank utilizes virtual Symantec Tokens for this purpose.

To use your Token, you will first download the Symantec VIP Token app, VIP Access, from the Apple App Store or Google Play Store.



After downloading the app, you will need to register your Token within the Treasury Management platform. Once the Token option has been activated for you as a user, you will see the below screen the next time you log in (or the first time you log in, if applicable).



Complete the four fields. Your Serial Number / Credential ID will include SYMC and a numerical value. The four-digit PIN will be used each time you log in or otherwise enter your Token to approve transactions. Each time you are prompted to enter your Token, you will open the app and enter the six-digit number on your screen followed by your PIN, with no spaces between the two numbers.

Click Register at the bottom of the screen to finalize your Token registration.