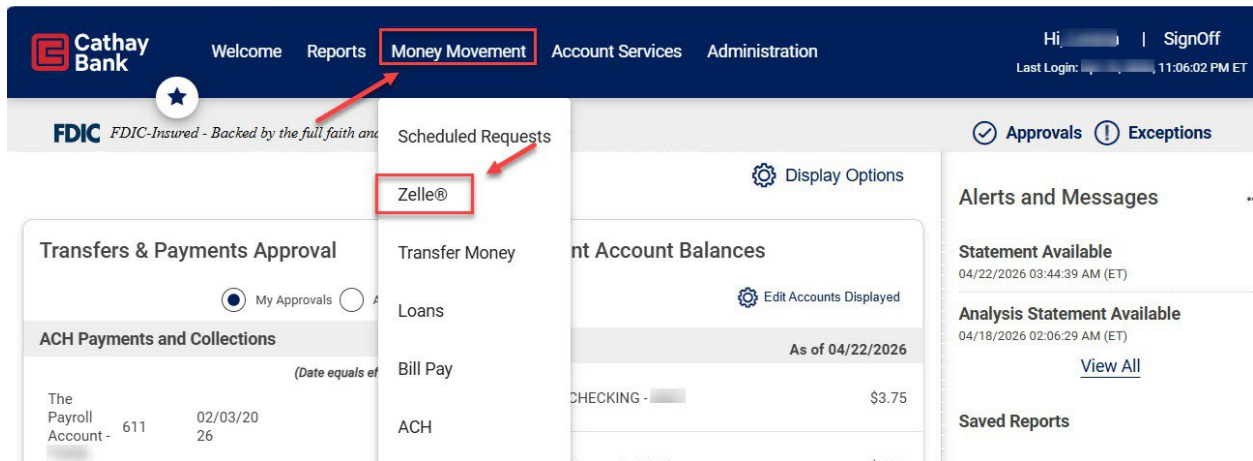


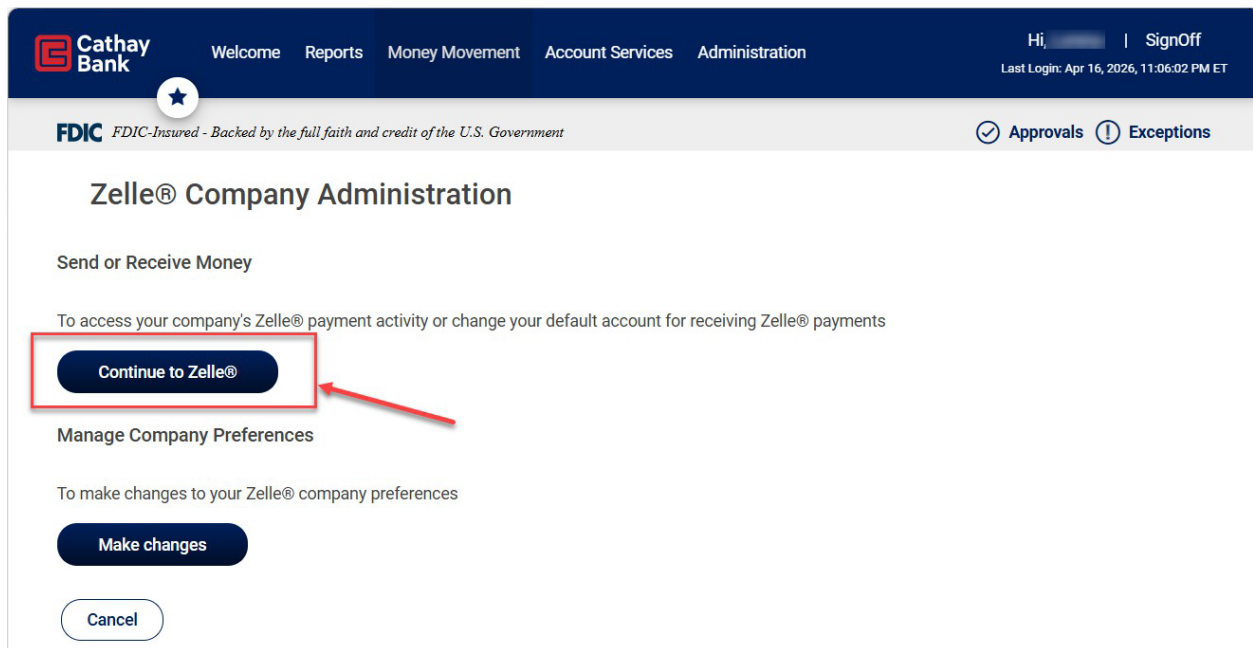
## Enrolling in Zelle®

Once the profile has been enrolled for the service, follow the steps below.

1. Select Money Movement from the home page. Then select Zelle®



2. Click on Continue to Zelle®





3. Click and complete each section. Then click Continue

- Email Address Details
- Mobile Number Details
- Eligible Account Details

Business eBanking1

✓ Approvals ⓘ Exceptions

### Select Zelle® Company Preferences

This page includes the email, mobile phone, and account options for initiating Zelle® enrollment. During enrollment you can choose whether to register an email, mobile number or both.

|                            |              |
|----------------------------|--------------|
| 1 Email Address Details    | Complete     |
| 2 Mobile Number Details    | Not Complete |
| 3 Eligible Account Details | Not Complete |

Continue Cancel

Once the Zelle® Company Preferences have been completed, Zelle® permission must be granted to the users using the service.

4. Under Administration, select Company Administration.

Cathay Bank

Welcome Reports Money Movement Account Services Administration

Hi, [User] | SignOff

Last Login: Apr 23, 2026, 12:54:54 PM ET

FDIC FDIC-Insured - Backed by the full faith and credit of the U.S. Government

✓ Approvals ⓘ Exceptions

Alerts and Messages

Statement Available  
04/22/2026 03:44:39 AM (ET)

Analysis Statement Available  
04/18/2026 02:06:29 AM (ET)

[View All](#)

5. Click on the User ID for the user that the permissions will be granted to.

✓ Approvals ⓘ Exceptions

### User Administration

Review the options listed below for available user administration tasks. To quickly entitle a new account for company users, go to [Express Account Management](#).

**New User**

You will have an opportunity to copy an existing user during the process.

Create New User

**Manage Existing Users**

To manage a user's profile, roles, service & accounts, system access, or change limits, click on the appropriate user ID.

| User ID    | First Name | Last Name | Status   |                               |
|------------|------------|-----------|----------|-------------------------------|
| FISTESTER6 | Magnus     | Maximus   | Active   | <a href="#">System Access</a> |
| FISTESTER7 | Tiny       | Ittybitty | Inactive | <a href="#">System Access</a> |



6. Click on the Pen and Paper icon next to Services & Accounts.



Services & Accounts  

| Service |
|---------|
| Zelle   |

Service enabled, accounts not applicable.

7. Scroll all the way to the bottom on Zelle click on the circle with the X. Then click Save Changes.

 Zelle  

**Save Changes** Do not save changes

Company Preferences can be updated at any time by clicking on Make Changes under Zelle® Company Administration.

 Welcome Reports **Money Movement** Account Services Administration Hi, [Name] | SignOff  
Last Login: [Date], 11:06:02 PM ET

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   **Scheduled Requests**

**Zelle®**  Display Options  Approvals  Exceptions

Alerts and Messages

 Welcome Reports Money Movement Account Services Administration Hi, [Name] | SignOff  
Last Login: Apr 23, 2026, 12:54:54 PM ET

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  Approvals  Exceptions

## Zelle® Company Administration

### Send or Receive Money

To access your company's Zelle® payment activity or change your default account for receiving Zelle® payments

**Continue to Zelle®**

### Manage Company Preferences

To make changes to your Zelle® company preferences

**Make changes** 

Cancel