



HFB ONLINE BANKING AND MOBILE APP INITIAL LOGIN INSTRUCTIONS

For your convenience, we have attached a copy of the initial login instructions for the new HFB Business Online Banking and Business Mobile App. Though you will not make the switch until the end of June, we invite you to use the attached information as a guide to ensure that your questions are answered regarding the conversion to the new system.

HFB is committed to keeping you updated with the latest advancements as we progress to meet the official conversion date later this month.

**Questions about the new Online and Mobile Banking features?
Need help updating your customer information?**

Contact us today for information

**Commercial Lending (318) 841-1170 | commercial@hfbla.com
Branch Bankers (318) 629-BANK (2265) mlzsupport@hfbla.com
Online Banking Conversion Help Desk (318) 841-5325**

* Mobile carrier's text message and data usage charges may apply. Contact your provider for details. Endorsement required for mobile deposit. Limitations may apply. Please refer to HFB's rules governing funds availability.¹ Use of the HFB Mobile App requires iOS 11.0 or later, and Android 9.0 or later. 1-Advanced features are only available by officer approval. All features may not be available at the time of conversion to the new system.

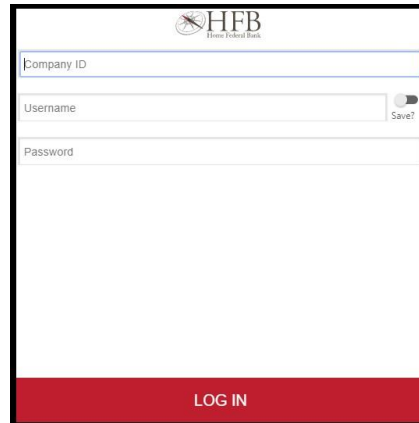
HFB Business Online Banking - Desktop Business Platform– Initial Login

Company ID:

Username:

Temporary Password:

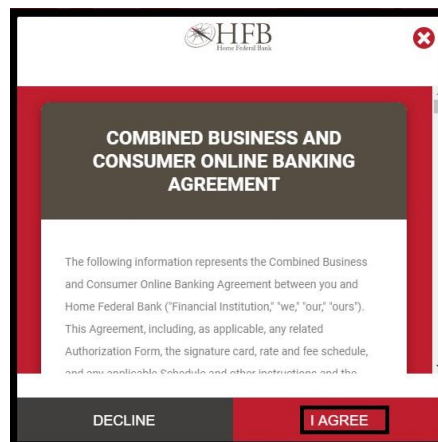
1. Open the new Online Business Banking Platform <https://hfblabiz.cbzsecure.com/>
2. Enter your Company ID
 - The Company ID is shared by all users that will have access to Online Business Banking
 - ID will be provided by HFB.
3. Enter your current username in the Username field.
4. Enter your temporary password in the Password field.
 - The temporary password will be provided by HFB.
5. Click Log In



The screenshot shows the login interface for HFB Business Online Banking. At the top, the HFB logo is displayed. Below it are three input fields: 'Company ID', 'Username', and 'Password'. A 'Save?' toggle switch is located to the right of the Username field. At the bottom of the form is a red button labeled 'LOG IN'.

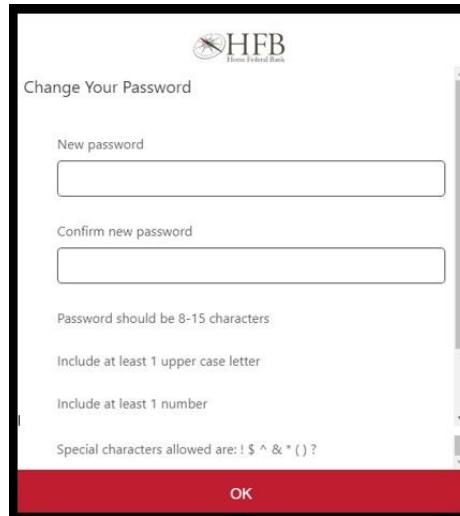
Note: Please contact your account officer at commercial@hfbla.com or Online Banking Support at depositops@hfbla.com, if you have not been provided your assigned Company ID and/or your temporary password.

6. Review the ***Business and Consumer Online Banking Agreement***; and then click “I Agree” to accept. **Note: If the disclosure is declined, the enrollment process is terminated.**



The screenshot displays the 'COMBINED BUSINESS AND CONSUMER ONLINE BANKING AGREEMENT' screen. The title is centered at the top in a dark grey box. Below the title, there is a paragraph of text: 'The following information represents the Combined Business and Consumer Online Banking Agreement between you and Home Federal Bank ("Financial Institution," "we," "our," "ours"). This Agreement, including, as applicable, any related Authorization Form, the signature card, rate and fee schedule, and any applicable Schedule and other instructions and the...'. At the bottom of the screen, there are two buttons: 'DECLINE' on the left and 'I AGREE' on the right, which is highlighted in red.

7. Next, you will be required to create a new password based on the following requirements:
- Be between 8 and 15 characters.
 - Include one uppercase letter.
 - Include at least one number.
 - Include one of the following special characters: !, \$, ^, &, *, (,), ?
8. Click OK.



HFB
Harris Federal Bank

Change Your Password

New password

Confirm new password

Password should be 8-15 characters

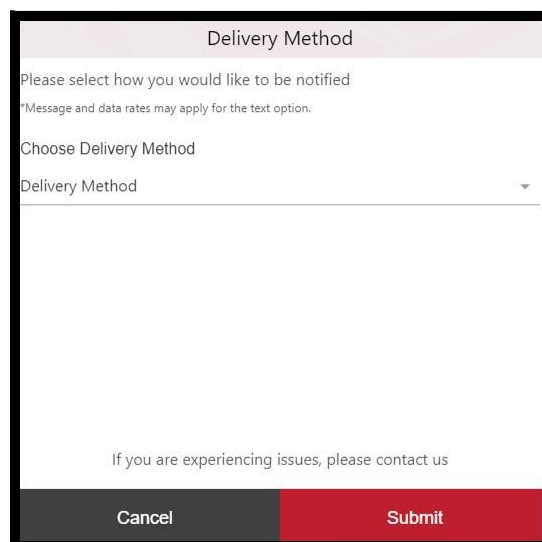
Include at least 1 upper case letter

Include at least 1 number

Special characters allowed are: ! \$ ^ & * () ?

OK

9. Once your password has been updated, you will be required to receive an authentication code in order to proceed through the login process.
10. Using the drop-down window, select your preferred **Delivery Method** for receiving the authentication code. The options listed will be based on the information we have in your user profile. Based upon that information, you may have the option of Email, Text or Voicemail.



Delivery Method

Please select how you would like to be notified

*Message and data rates may apply for the text option.

Choose Delivery Method

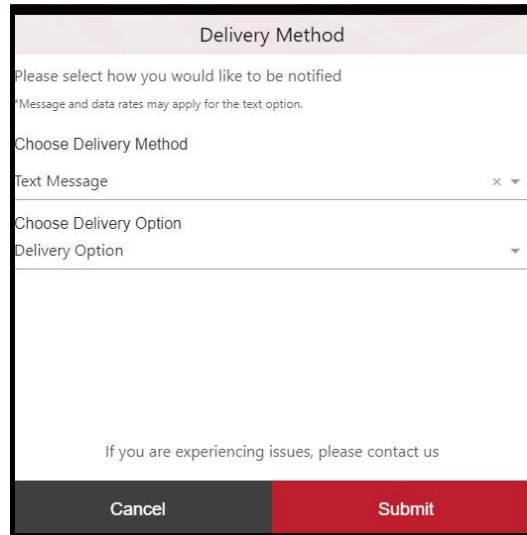
Delivery Method

If you are experiencing issues, please contact us

Cancel Submit

11. Next, using the drop-down window, choose the appropriate **Contact Information** based on your Delivery Method selection

12. Click Submit



Delivery Method

Please select how you would like to be notified
*Message and data rates may apply for the text option.

Choose Delivery Method

Text Message x ▾

Choose Delivery Option

Delivery Option ▾

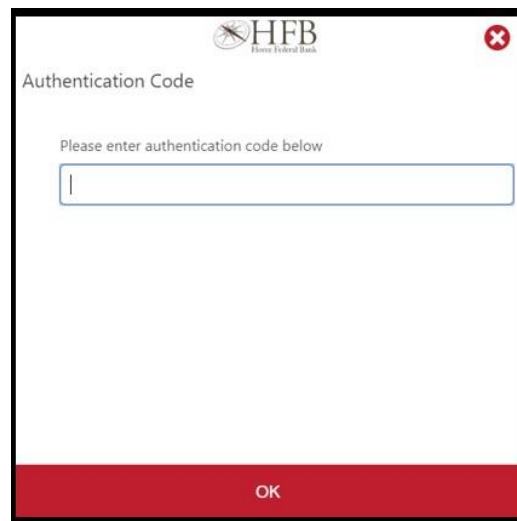
If you are experiencing issues, please contact us

Cancel Submit

Note: If your user information does not match what HFB has in your customer profile, you will not be able to continue the enrollment process. For assistance, please contact your account officer at commercial@hfbla.com or Online Banking Support at depositops@hfbla.com.

13. Enter the Authentication Code.

14. Click OK



HFB
Home Federal Bank

Authentication Code

Please enter authentication code below

OK

15. You will now have access to the Online Business Banking platform.