

EASTERN TREASURY™

Deposit Image Details Quick Reference Guide


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DEPOSIT IMAGE DETAILS

Deposit tickets and offsetting images can be accessed online. Please note that images are not available for returned items.

VIEWING DEPOSIT IMAGES

When viewing a deposit in Balance and Transaction Reporting, an image icon is available to select.

Status	Transaction Description	Transac...	Customer Reference	Image
Posted	Other Deposits			

- Once the image icon is selected, the deposit ticket will be presented along with a list of all the items within the deposit.
- Select “View” next to each image in the list to view an image of the deposited item.
- There are action icons below each image that include zoom, save, and print.
- Images can only be viewed, printed, and saved individually - one at a time.
- The list of items can be exported to a CSV file via the icon in the upper left above the date.