



June 5, 2020

ATTN: RDC Customer

As a customer who utilizes our Remote Deposit Capture (RDC) Service, you have responsibilities that are outlined in your Remote Deposit Capture Agreement with First State Bank. The purpose of this letter is to help ensure your continued compliance.

Enclosed please find an RDC Annual Self-Certification Form. Please complete and return the signed form to First State Bank.

Also enclosed is a list of Security Recommendations. Per your agreement with First State Bank, your company is responsible to establish and maintain procedures to safeguard against any unauthorized activity. Please complete and return the signed form to First State Bank.

Please send signed forms to one of the following:

By Mail:	By Secure E-mail:	Branch Location:
First State Bank ATTN: Operations Dept. PO Box 70 Webster City, IA 50595	fsbops@fsbwc.com	Drop off at the branch drive-up

You may contact First State Bank Operations Department with any questions. Thank you for your cooperation!

Thank you,

Operations Department
515-832-2520
fsbops@fsbwc.com