

Viewing Cleared Check Images

Option 1: Log into your account on Online Banking. Hover over the magnifying glass for your checking account.

The screenshot shows an "ACCOUNT SUMMARY" page for a "Standard" account. It features three main sections: Savings, Checking, and Loans. Each section has a magnifying glass icon on the left and a "blocked" message in a box. The Checking section is highlighted with a red box around the magnifying glass icon. The Checking section also shows a transaction list with dates and a "View" button.

Account Type	Last Transaction	Current Balance	Available Balance
Savings	Tue. Oct. 06, 2015 Thu. Oct. 22, 2015 Thu. May. 23, 2013 Wed. Oct. 07, 2015 Wed. Oct. 21, 2015 Tue. Oct. 20, 2015 Wed. Oct. 21, 2015	blocked	blocked
Checking	Mon. Oct. 26, 2015	blocked	blocked
Loans	Fri. Apr. 17, 2015 Thu. Oct. 22, 2015	blocked	blocked

Click on View Cleared Checks

The screenshot shows the "Account Services" menu for a "GREEN DRAFT S2" account. The menu items are: Alerts, Stop Payment, View Cleared Checks, Bill-Pay, Tax Information, Write Checks, Statements, and Transactions Download. The "View Cleared Checks" option is highlighted with a red box.

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You can choose your search criteria. Choose only ONE of the following... Check Amount, Check Cleared Date, Check Cleared Date Range, etc.

The screenshot shows a search interface titled "VIEW CLEARED CHECKS". At the top, there is a dropdown menu for "Account" with "GREEN DRAFT 32" selected. Below this, the "Search By" section offers five radio button options: "Check Amount", "Check Cleared Date", "Check Cleared Date Range", "Single Check Number", and "Ranges of Checks". The "Check Amount" option is selected. Each option has associated input fields: "Check Amount" has a text box; "Check Cleared Date" has a date field with "10/26/2015"; "Check Cleared Date Range" has "From" and "To" date fields with "08/07/2015" and "10/26/2015" respectively; "Single Check Number" has a text box; and "Ranges of Checks" has "From" and "To" text boxes. At the bottom of the form are three buttons: "Continue" (green), "Clear", and "Cancel".

On the next screen choose the check you wish to view and select View Check at the bottom of the page.

Select a Check

The screenshot shows a list of checks under the heading "Select a Check". The list has a header "Check Number" and contains the following entries:

Check Number
<input type="checkbox"/> 1200
<input type="checkbox"/> 1193
<input type="checkbox"/> 1186
<input type="checkbox"/> 1179
<input type="checkbox"/> 1165
<input type="checkbox"/> 1163
<input type="checkbox"/> 1157
<input type="checkbox"/> 1151
<input type="checkbox"/> 1149

At the bottom of the screen are two buttons: "View Check" (green) and "Cancel". A red box highlights the "View Check" button.

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Option 2: From your Account Home select your checking account.

ACCOUNT SUMMARY

Account Summary: Standard

View Chart Print

Savings	Last Transaction	Current Balance	Available Balance
blocked	Tue. Oct. 06, 2015	blocked	blocked
	Thu. Oct. 22, 2015		
	Thu. May. 23, 2013		
	Wed. Oct. 07, 2015		
	Wed. Oct. 21, 2015		
	Tue. Oct. 20, 2015		
Wed. Oct. 21, 2015			
Checking	Last Transaction	Current Balance	Available Balance
GREEN DRAFT S2 (** [check icon])	Mon. Oct. 26, 2015	blocked	blocked
Loans	Last Transaction	Current Balance	Available Balance
O/D PROTECT [check icon]	Fri. Apr. 17, 2015	blocked	blocked
VISA CLASSIC [check icon]	Thu. Oct. 22, 2015		

Your transaction history will appear on the next screen. Click on the + sign next to a cleared Share Draft.

	10/19/2015	SHARE DRAFT 1200 Trace # 995021444 19	General Debit	
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It will take a moment to load, but the image will appear on this same page. **Note:** checks that have recently cleared, need 3-5 business days before you can view an image.