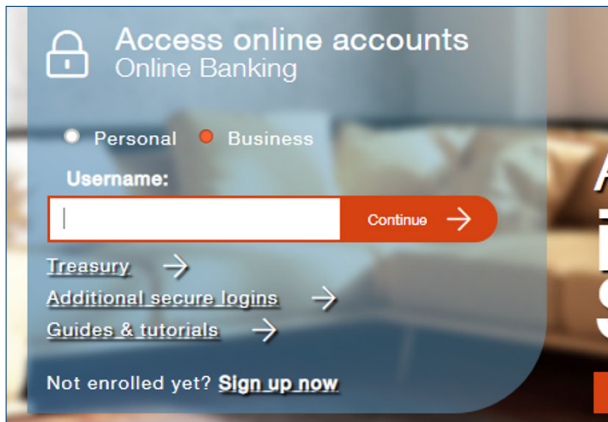


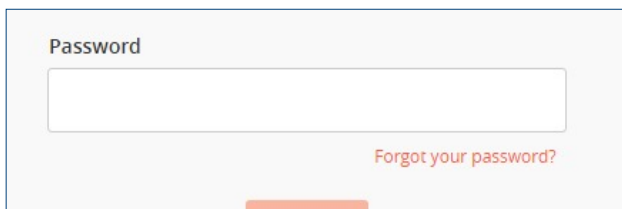
Step-by-Step Guide: First-Time Business Online Banking Login with Registered Token

If you have already registered your new digital security token's serial number with Bell Bank, you're ready to log in to your upgraded Business Online Banking for the first time. Here's how:

1. On the bell.bank website, enter your username in the Username field on the lefthand side.

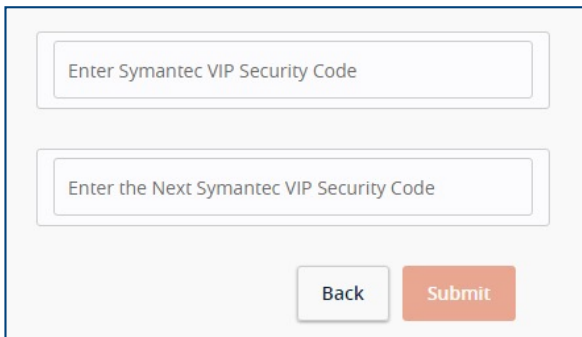


2. Enter your previous password.



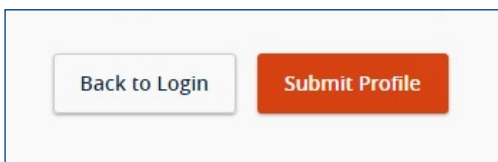
3. Open the Symantec VIP app on your mobile phone.
4. Enter the 6-digit security code in the top field.

5. Wait for the security code to change, then enter the new 6-digit code in the second field. Click “Submit.”



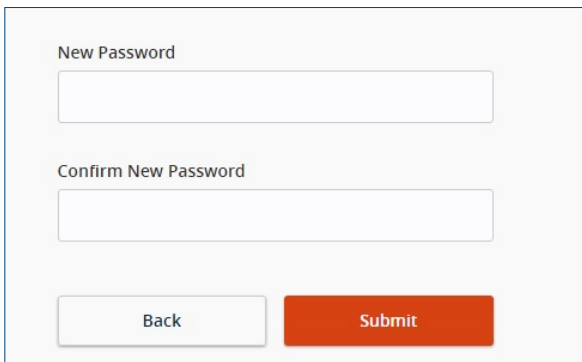
A screenshot of a web form for entering Symantec VIP Security Codes. It features two input fields: the top one is labeled "Enter Symantec VIP Security Code" and the bottom one is labeled "Enter the Next Symantec VIP Security Code". Below the fields are two buttons: a white "Back" button and an orange "Submit" button.

6. Verify the information in your profile is correct, and contact Bell Bank if there is an error. These fields are not editable. Once you’ve verified your information, scroll to the bottom and click “Submit Profile.”



A screenshot showing two buttons side-by-side: a white "Back to Login" button and an orange "Submit Profile" button.

7. Enter and confirm a new password, then click “Submit.”



A screenshot of a web form for creating a new password. It has two input fields: the top one is labeled "New Password" and the bottom one is labeled "Confirm New Password". Below the fields are two buttons: a white "Back" button and an orange "Submit" button.

8. Choose whether or not you want to register your device. Registering the device means a secure access code will not be required for future logins using your current browser.



A screenshot of a "Device Registration" screen. At the top, it says "Device Registration" and "Access Code Accepted." in green. Below this are two large orange buttons: "Do Not Register Device" and "Register Device".