How to Set Alerts for ACH, Positive Pay and Wires

Log into online banking at https://my.texasgulfbank.com/login

Navigate to the bottom left corner of the screen and click on the **^ symbol** located next to My profile. Then click on **Personal settings**.
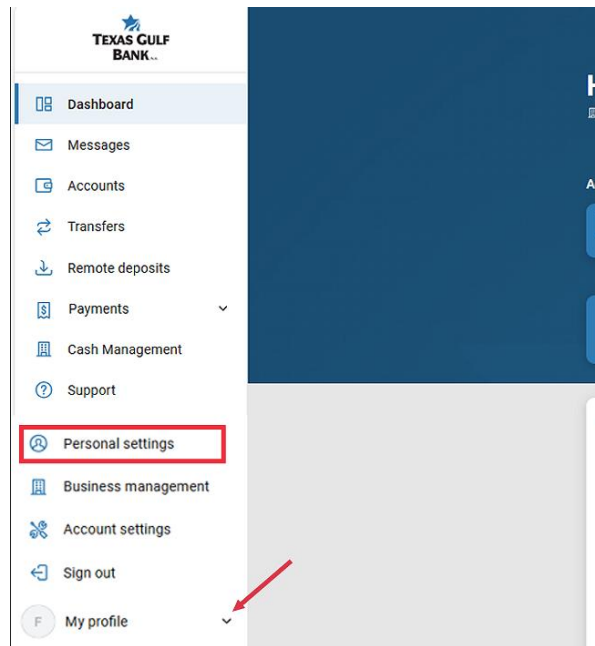
The Settings screen will appear. Click on **Alerts**.
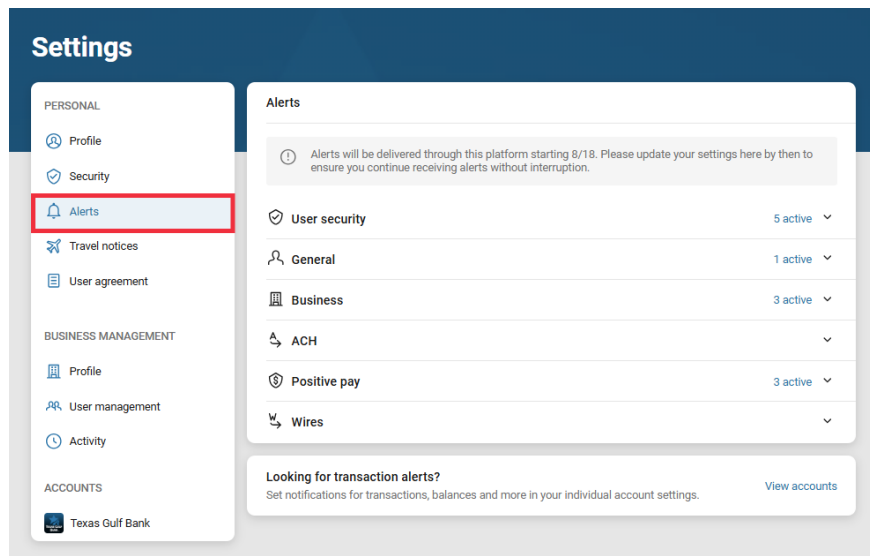
The following alert options can be selected by clicking the **expansion arrow** next to each category.

ACH
- Recurring ACH batch about to initiate
- ACH batch initiated
- ACH batch pending approval
- ACH batch processed
- Recurring ACH batch about to expire
- Recurring ACH batch expired
- Recurring ACH batch not initiated
- ACH batch uninitiated
- ACH batch updated
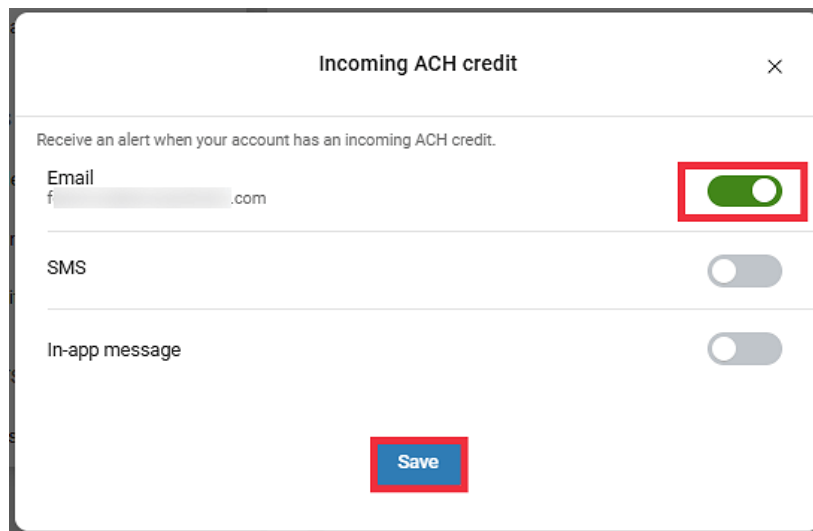- Incoming ACH EDI transaction

Positive Pay
- ACH exceptions
- Positive Pay exceptions
- Positive Pay review time ending
- Unmatch reconciliation item

Wires
- Recurring wire expired
- Recurring wire expiring soon
- Recurring wire not transferred
- Wire ready for approval
- Recurring wire to be transferred
- Wire transferred
- Wire updated

Below is an example of the available options for alert notifications. To activate your preferred notification method, simply click on **the toggle** and click **Save**.