



**Connecting to Quickbooks
or Intuit products
with Gateway Bank**

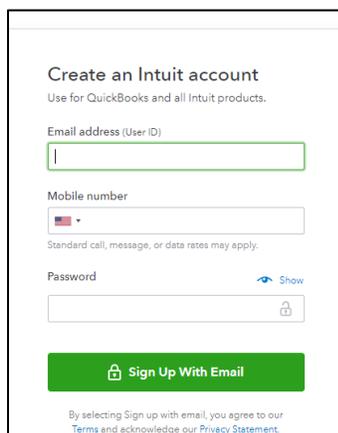


Connecting to Quickbooks or Intuit products with Gateway Bank

Quickbooks is a small business or personal use accounting software product purchased online. Quickbooks gives business owners and consumers the ability to categorize and track budgets through its programs.

If you do not have a current Quickbooks account, navigate to this link to set up a new account. www.quickbooks.intuit.com

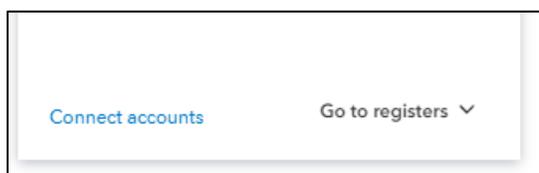
Fees do apply and come directly from Quickbooks Intuit.



The screenshot shows the 'Create an Intuit account' form. It includes fields for 'Email address (User ID)', 'Mobile number' (with a country code dropdown), and 'Password' (with a 'Show' toggle). A green 'Sign Up With Email' button is at the bottom. A blue arrow points from the button towards the right.

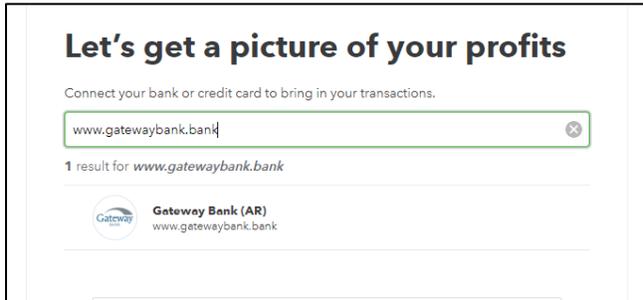
Gateway Bank customers have two options to allow integrated (merge) transactions between your Gateway accounts and the Quickbooks Intuit software.

- 1) Direct Integration** - After establishing a Quickbooks account with your unique username and password, login to Quickbooks and look for your Menu option, Get Things Done. From your Dashboard or Home page, locate Bank Accounts and click on the blue Connect Accounts link.

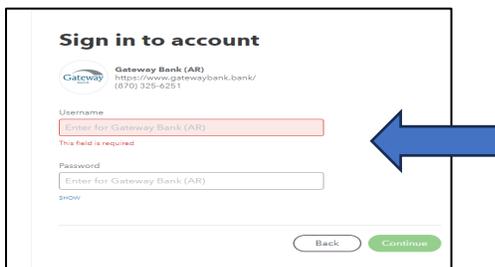




On the next page, type www.gatewaybank.bank in the search bar. Be certain you type our exact URL to get to the correct Gateway Bank.

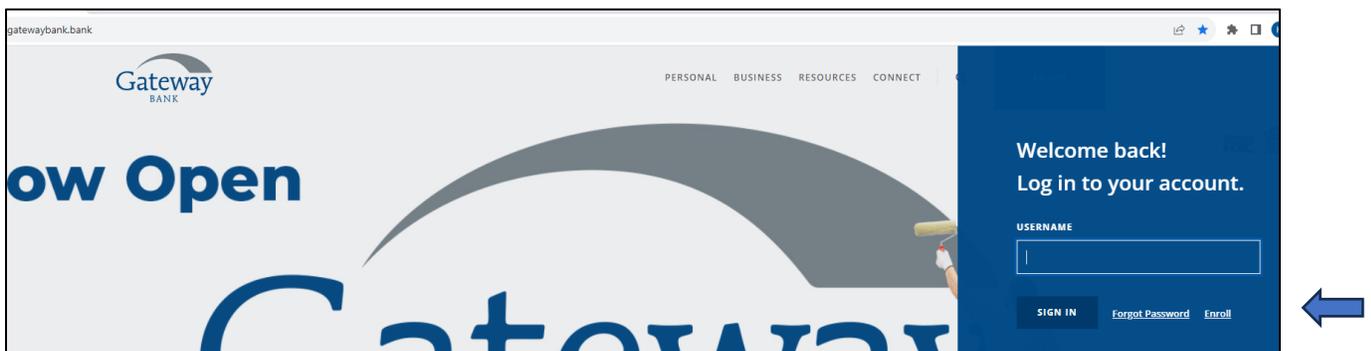


After clicking on the result for Gateway Bank (shown above), it will ask for you to enter your unique set of credentials for your Gateway Bank Online Banking account see below.



If you need to establish your Gateway Bank Online Account, please give your local branch a call or go to our website directly, click Login and then Enroll.

www.gatewaybank.bank



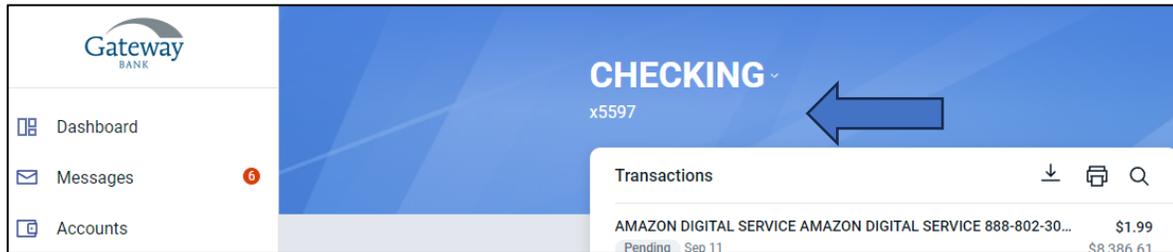
Once your Gateway Bank credentials are entered in Quickbooks, you will see the Quickbooks transactions area filled-in with the connected information from Gateway Bank.



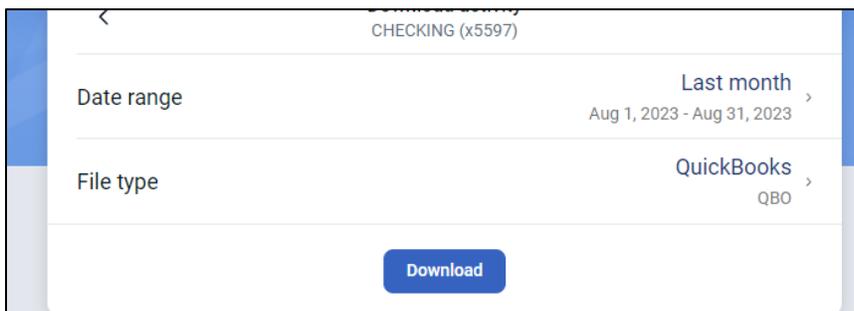
2) Second option: Upload integration - Login to your Gateway Bank Online Account at www.gatewaybank.bank

Navigate to the accounts section on the dashboard. Click on the account you wish to integrate.

The screen will show transactions listed in your account. From here, use the down arrow to download transactions.

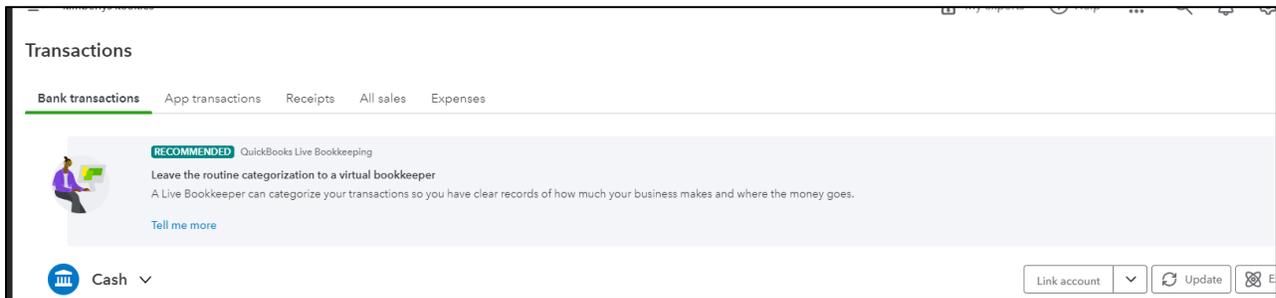


A Download activity screen will pop up, asking the date range and file type you would like to download.



The file type chosen should be QBO, then click Download. This will allow you to save your file to your computer or device.

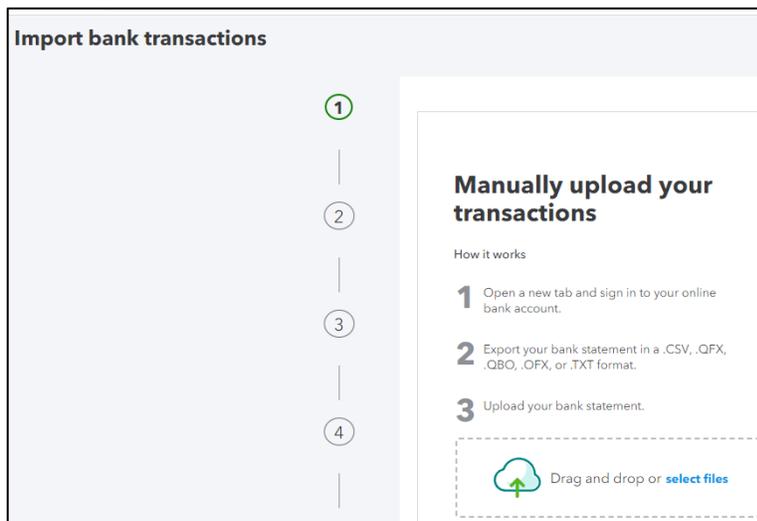
After saving your file, Login to your Quickbooks Intuit account. Go to the account created under the same name as your Gateway Bank account (consumer or small business) and click on Transactions.



Navigate over to Link account button.



Use the Dropdown arrow to choose Upload file. This box below will pop up allowing you to then upload your bank statement file from your Gateway Account to your Quickbooks Intuit account.



If you have further questions, please contact Kimberly Shaw Harris or your other friendly bankers at Gateway Bank 501-847-3440.

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Gateway Bank is a member of FDIC.