Cash Vault: First Time Log In

Please note: If you don't log in within 15 minutes of receiving your welcome email, you may need to follow the on-screen prompts to send a refreshed activation email.

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![Loomis Direct logo] Loomis Direct

Activate Account

Enter password for your new account.

New password *

••••••••••••••

Confirm password *

••••••••••••••

Activate User

You will receive an email directing you to activate your account. Click on the **Activate User** button in that email to start the process.

You will then be prompted to create a new password. Create a new password according to the guidelines that will be displayed on the screen. Click **Activate User** when completed.

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Activate Account

Enter password for your new account.

New password *

Confirm password *

User activated successfully.

Sign In

When you have successfully created your password, you will receive a message confirming your user profile has been activated successfully. Click **Sign In** to proceed.

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Enter your **Username** and **Password** and click **Sign On.**

Please note, your username will be your email address.

LOOMIS

USERNAME

PASSWORD

Sign On

Forgot Password

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Next, you will be prompted to setup Multi-Factor Authentication (MFA). Click **Setup** to continue.

Setup MFA

To enhance the security of your account, you will need to enroll in multi-factor authentication (MFA). You will receive security codes via email or text message that you will use to authenticate with.

Setup

Cancel

You will be asked to select your preferred method to complete the MFA process. Select your preferred method. On the following pages, you will see the process for each method.

For additional assistance, please call 888.769.3796 or email tmsupport@johnsonfinancialgroup.com.

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When selecting **Voice** for MFA, enter your mobile number into the field. Click **Next** to continue

You will receive a code via a phone call. Enter that code into the text field and click **Finish**.

When selecting **Email** for MFA, enter your email address into the field. Click **Next** to continue

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You will receive a code via email. Enter that code into the text field and click **Finish**.

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Enter the phone number you would like to receive authentication codes, include a country code (1 if US number) as the first number.

_ _-___-___-____

Next

Cancel

When selecting **Text Message** for MFA, enter your mobile number into the field. Click **Next** to continue

You will receive a code via SMS Text Message. Enter that code into the text field and click **Finish**.

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Scan the QR Code using your authenticator app, then enter the code displayed to finish.

Pairing Key:

Finish

Cancel

When selecting an **Authenticator App** for MFA, scan the QR code into your Authenticator and use the code provided in your app. Click **Finish** to continue

My Apps | My Account

Welcome to Loomis Direct

ICO PLUS

Loomis Currency and Coin system provides the ability to order online based on pre set lead days, configurations and limits.

When you finish setting up your MFA code, you will be taken to the homepage where you can enter ICO Plus to start an order or shipment. See separate user guides on cash ordering or shipping for specific instructions on how to complete those tasks.

Thank You

Additional Resources and Support

For additional resources, including "how-to" guides, please visit our online Client Resources page at https://www.johnsonfinancialgroup.com/client-resources

If further support is needed, please call our Treasury Management Support Center at 888.769.3796 or by email at tmsupport@johnsonfinancialgroup.com.

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