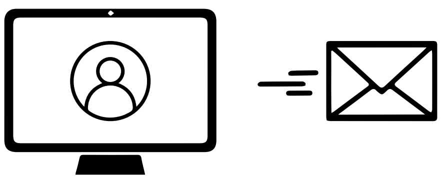
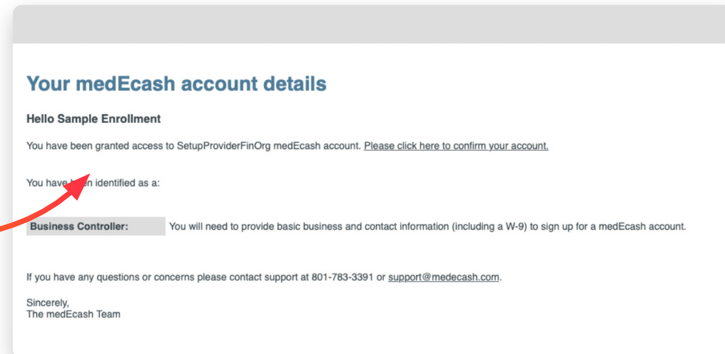
Signup for Providers

1 A medEcash representative will send you an enrollment email.





Your medEcash account details

Hello Sample Enrollment

You have been granted access to SetupProviderFinOrg medEcash account. Please click here to confirm your account.

You have been identified as a:

Business Controller: You will need to provide basic business and contact information (including a W-9) to sign up for a medEcash account.

If you have any questions or concerns please contact support at 801-783-3391 or support@medecash.com.

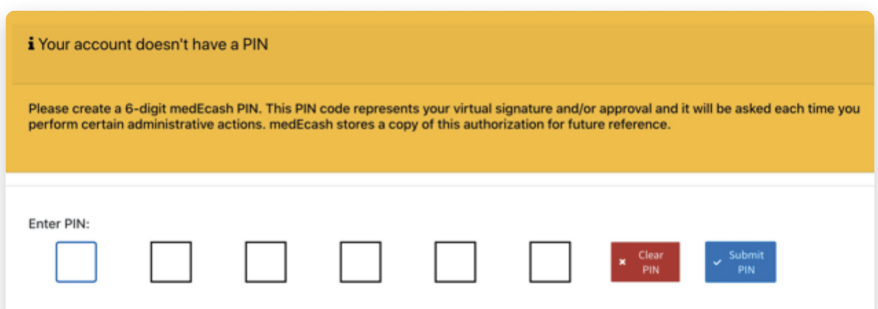
Sincerely,
The medEcash Team

2 Click the confirmation link within this email and you will be redirected to our portal. Here you can set your password.

3 Go to https://providers.medecash.com and enter in your email address (the same email address to which your enrollment email was sent) and your newly set password.

4 When you log in, you will be prompted to create a "PIN."

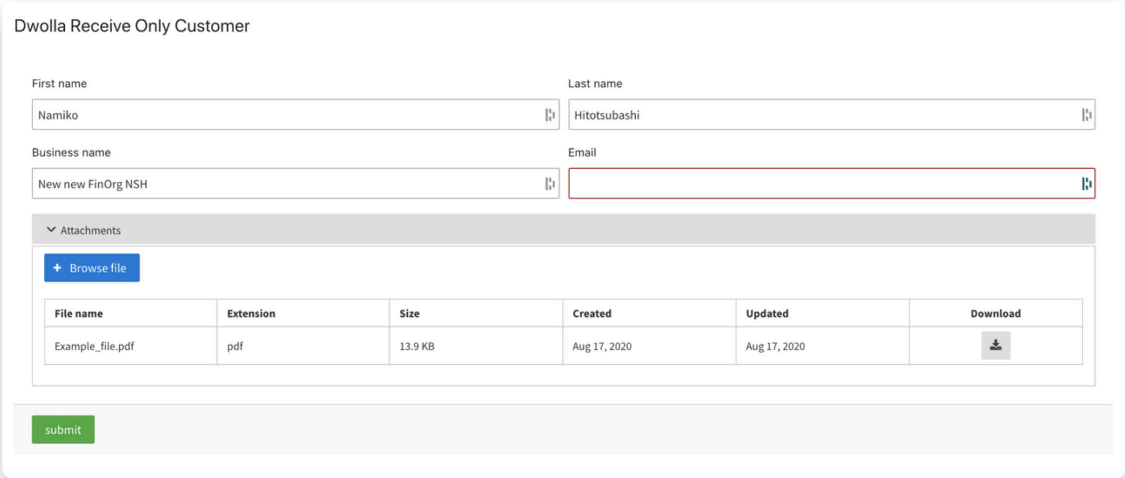
This will be your PIN for approving changes going forward. Once you have entered your PIN and confirmed it, click "Save."



5 Hover over on the icons on the left of the screen and select "medEcash Receive Only Customer" (the one with the gear icon).

6 You will then be presented with a form to fill out a few details about your business. You will also need to attach your W9 by selecting the blue Browse file button. When you are finished, you will click the green "Submit" button.

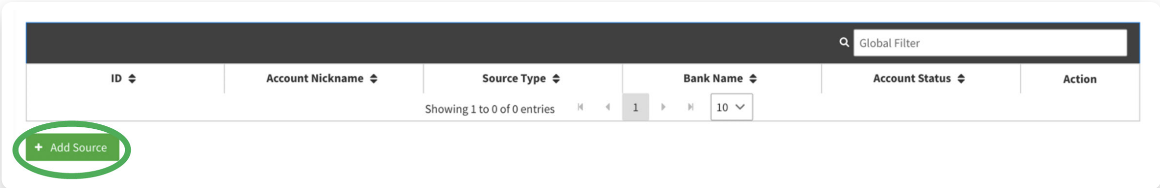
7 By clicking “Submit” you agree to open a Customer account that will be managed by Dwolla and subject to Dwolla Terms of Service and Privacy Policy.



8 You should then receive a confirmation message that you have successfully created a Dwolla Receive Only account. Click on the “Go to my profile” link on the bottom of the page.

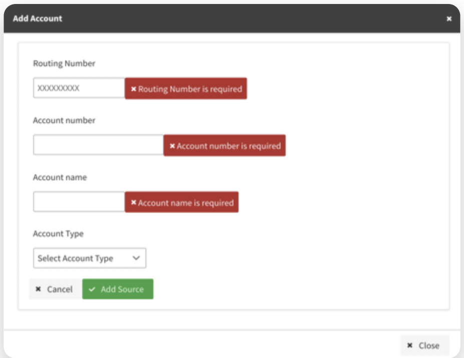
9 Click “Here” to proceed, or the gears in the bar on the left-hand side of the screen labeled “medEcash Sources”.

10 Click on the green button labeled “+ Add Source.” You will then be prompted to enter the 6-digit PIN you just created.



11 After successfully entering your PIN, you will be prompted to enter the information about the bank account where you would like to receive payments:

a. **Routing Number**
b. **Account Number**
c. **Account Name**
d. **Account Type:** Checking or Savings



12 After you have entered the requested information, click the green button labeled “Add Source”.