



May 9, 2019

Dear SunTrust Client:

Welcome to the SunTrust Direct Connect for QuickBooks® service. Combined with the QuickBooks accounting software licensed to you by Intuit, Inc.®, this service allows you to seamlessly integrate your SunTrust account information, pay bills, transfer funds between your SunTrust accounts, and reconcile transactions quickly and easily.

To begin using the SunTrust Direct Connect for QuickBooks service, please note the following:

- The *SunTrust Direct Connect for QuickBooks Service Agreement* that governs your use of this service is attached. If you enrolled in the Direct Connect service online, an authorized account signer accepted the terms of the Service Agreement during the enrollment process. If you did not enroll online, please have an authorized account signer review this Service Agreement before using the service. Your use of the initial PIN to access the Direct Connect service will constitute your acceptance of the Service Agreement.
- SunTrust has created your nine-digit Customer ID ( ) and added your accounts as requested by an authorized account signer as documented on the Direct Connect enrollment form.
- SunTrust will send a separate PIN mailer within seven to ten business days to the authorized account signer listed on the Direct Connect enrollment form. For security purposes, the PIN mailer is a non-SunTrust identifiable perforated, blue and white, 7x4" envelope which has a return address of TN-Cookeville-0871.
- Once you have your Customer ID and PIN, you can begin setting up your accounts in QuickBooks. To help guide you through this easy process, please visit [suntrust.com/directconnect](http://suntrust.com/directconnect). This site includes important information to help you get started and take advantage of all of the features of this service.
- Each use of your Customer ID and PIN to access the service is deemed acceptance of the *SunTrust Direct Connect for QuickBooks Service Agreement* as it may be updated from time to time. The current Service Agreement will always be available at [suntrust.com/directconnect](http://suntrust.com/directconnect).

If you have questions, please call 800.382.3232 to speak with a SunTrust Representative. Thank you for choosing SunTrust Direct Connect for QuickBooks.

Sincerely,

SunTrust Representative