

TREASURY MANAGEMENT Solutions

Tips & Advice for Your Business



Red River Bank's Corporate Card

Travel and entertainment spending can be difficult to track and can take time to control. With the Red River Bank Corporate Card you can improve spending controls, minimize risk and streamline your accounting process.

Red River Bank's Corporate Card is designed for a businesses with 1- or more employees who incur expenses for the business on the job. Opening, monitoring and maintaining a Petty Cash account will go by the wayside, as you will no longer need to provide cash for your employee to travel, pick up supplies or gas up company vehicles.

Your business can establish a corporate credit card account based upon your business' financial condition. Upon approval you will provide your employees with RRB's Corporate Card for payment of approved, business-related expenses. We provide you with the ability to establish individual limits for each employee and if you choose, you can designate industry specific spending restrictions.

How it Works

Once approved, each business will designate an Administrator for their Corporate Card program. The administrator will provide the name of each employee and their personal information. You will be able to manage risk by setting spending limits at the cardholder level. You will have an opportunity to limit the individual employee's use to a "Per Transaction Limit", decide whether you want your employee to have ATM access and determine card restriction parameters. The employee card can be open to all merchants, or can be restricted to specific industries such as fuel, lodging, travel, education, etc.

Each month you will receive a statement which will include the previous month's activity for all cards issued under your Red River Bank Corporate Card account. You will have the ability to monitor expenses and view your business' spending patterns, which will enable you to make adjustments quickly.

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*A Quarterly Newsletter from
Red River Bank Treasury Management*

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Employee Turnover

Turnover is inevitable, as much as we dislike it. In the event you lose an employee, your off-boarding procedures should include capturing the employee's corporate card. The administrator will have the ability to immediately close the card to future activity. When you on-board a new employee your administrator will be able to input the spending parameters for the new employee that meet your requirements.

Website for Cardholders

Cardholders can access their account via Red River Bank's Online Banking site. You will be able to:

- View balance and limits
- View transaction history
- Request balance transfers
- Make a payment



Conclusion

Red River Bank's Corporate Card solution provides our customers an opportunity to improve spending controls, minimize risk and streamline their accounting process.

Red River Bank's Corporate Card solution can benefit your business. Please contact your account officer for more details.

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