

## Sage Intacct Integration Instructions

## **Steps to Enroll in Treasury Central Connect:**

- 1. Activate your **Treasury Central Connect** profile. The activation email will come from *TCNoReply@stifelbank.com* and include your permanent username and a temporary password. The activation link will expire 24 hours after it is generated by the Bank.
- 2. Select the appropriate third-party application once in the Treasury Central Connect system.
- 3. Select the accounts you wish to consent for the third-party application.
- 4. Click Submit.
- 5. Click **OK** after reading the Bank Feeds message.
- 6. Click **Finish**. At this point, you are ready to set up Stifel Bank in the third-party application.
- 7. If you wish to make any edits to your consented accounts, you will be able to log in to Treasury Central Connect via a link available in the dashboard in Treasury Central.

## **Steps to Connect to Sage Intacct:**

- 1. Log in to Sage. You must be subscribed to the Sage Cloud Services module and have the "Enable Bank Feeds" checkbox selected.
- 2. Click on **Applications** in the upper left-hand corner.
- 3. Select Cash Management.
- 4. Under the Account section, select the appropriate account type.
- 5. Find the Account that you would like to connect and click Edit. If you do not have a Sage account already created you need to do so before moving forward.
- 6. Click **Banking Cloud** on the account information screen sub menu.
- 7. Click Connect.
- 8. Search for Stifel Bank and select Stifel Bank Commercial Banking, powered by Ninth Wave.
- 9. Review and accept the Sage Bank Feeds Terms and Conditions. Click Continue.
- 10. Click **Continue** to confirm that you are connecting to Stifel Bank.
- 11. Enter your Treasury Central Connect User ID and Password. Do not use your Treasury Central credentials.
- 12. Click **Login**.
- 13. Review and accept the Stifel Bank Treasury Central Connect Terms & Conditions if presented. Click Continue.
- 14. Select the Stifel Bank Account you wish to connect. Click Authorize. Sage connects accounts one at a time. This process will need to be repeated for each account.
- 15. Select the Sage account you want to link to the Stifel Bank account. Click **OK**.
- 16. Select the date you want to import transactions from. Stifel Bank allows a maximum of 90 days of transaction history. Click **Continue**. The Status on the next screen will show as Pending confirmation.
- 17. Click **Confirm**, which is located to the right of the Status information. The status will display as Pending confirmation until the connection is complete. This may take several minutes.
- 18. To view the connected transactions, return to the Checking accounts menu, find the connected account, and click on the **Bank Transactions** link. It may take several minutes for the transactions to import and appear within the application.
- 19. If you are connecting multiple accounts, return to the Cash Management screen and select your next account to repeat the process (from step 3) for each additional account.