Update Your Address & Phone Number(s)

- Login to Online Banking

- You will see your name in the upper right corner.

- Use the arrow next to your name to access the drop down menu.
  - Choose *Settings*
      Contacts

 As an added layer of security, we utilize **Verification codes**. Verification codes, also known
 as *Secure Access Codes* are used to verify your identity.
  - You will select a destination (*email, text*, *or voice call*) for delivery of the Secure Access Code.
    It can take up to five minutes to receive the code and expires within 15 minutes.

For changes to your Contact Information, follow the instructions below:

- Locate your mailing **Address** on the *Contacts* page.
  - To make changes; *click on EDIT* on the right side of the page.

- Locate your **Phone Number(s)** on the Contacts tab.
  - Make changes by clicking on EDIT next to each phone number if needed. (Home, Work, Mobile).
  - You have the option to choose SMS for your mobile phone. SMS indicates the number is
    able to receive text messages (*Standard text messaging rates apply, not available for
    all users*).
  - Select one phone number and check: "Set As Preferred Contact Phone" to designate it as the
    primary number used for communications sent from the credit union online banking system.
  - Changes are not saved until you select **Save Changes**.

- Locate your **Email Address**
  - Select "*Set As Preferred Contact Email*" to designate an email address as the
    primary contact email address for communications from the credit union online banking system.
  - Changes are not saved until you select **Save Changes**.