

# Updating Your Online and Mobile Banking Information



Follow these simple steps to update your online or mobile banking information.

## Adding a Bill Payee through Online Banking



### 1. Log into **Online Banking**

- a. Select Branch Name, input Member Number and Personal Access Code (PAC)

Branch Name  
Kitchener

Member Number  
●●●●●●

Access Code (PAC)  
●●●●●●

Login

2. On the left-hand side select **'Payments'**



3. From the expanded selection that appears, select **'Add/Delete Payees'**

### 4. Select **'Add Payee'**

- a. Search for the payee by name or browse by type  
b. Select the required payee

5. Input the account number for the corresponding bill and click **'Submit'**



## Adding a Bill Payee through the Mobile App



### 1. Open the WFCU Credit Union **Mobile App**

2. Log in using your ECU - A Division of WFCU Credit Union account credentials

3. Select **'Pay Bills'** from the home page



4. At the top, select **'Manage Payees'** followed by **'Add Payee'**

5. Search for the payee by name or browse by type
- a. Select the correct Payee  
b. Input your account number for the corresponding bill  
c. Select **'Add Payee'**

6. Confirm the information and click **'Confirm'**



Visit [myECU.ca](https://myECU.ca) for more information and to see 'How-to' videos.