# Updating Your Online and Mobile Banking Information



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

## Complete a Me-2-Me Transfer 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 **'Transfers'**

> PAYMENTS
>
> **TRANSFERS**
>
> ACCOUNT SERVICES

**3.** If you do not have a Me-2-Me Account set up, select **'Add a link to another Account at another Financial Institution'**

### Add An Account

To add a new external account to your list of linked accounts, please download and complete the appropriate PDF file.

**NOTE:**
To complete this process you must print the appropriate form and send it to us along with a void cheque.

**For External Personal Accounts**
Me-to-Me Transfer Authorization Form (PDF)

**4.** If a Me-2-Me Account is already set up, in either the transfer from or transfer to fields, select the linked account from the drop-down menu

    **a.** Enter the transfer amount
    **b.** Enter the transfer date
    **c.** Enter the time you want the transfer to take place

### Transfer Funds

Add a link to an Account at another Financial Institution

Delete a link

You can transfer funds from one of your accounts to another account within the same membership, to another member's account within WFCU Credit Union, and to or from your accounts at another Canadian financial institution.

| Transfer Amount | | |
|---|---|---|
| Transfer From | Select an Account ▼ | |
| Transfer To | ▼ | |
| Memorandum | | |
| When to Transfer | ○ Now | |
| | ○ On | |
| | ○ Every 1 Month(s) ▼ | |

**5.** Click **'Continue'** to complete the Me-2-Me transfer

CONTINUE

Visit **myECU.ca** for more information and to see 'How-to' videos.