

# Updating Your Online and Mobile Banking Information



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

## Creating Your e-Transfer Profile 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'**



### 3. From the expanded selection that appears, select **'Send Interac® e-Transfer'**

### 4. You will be prompted to create your personal e-Transfer profile

- a. Enter your name, email address and mobile phone number

### 5. Confirm the information and click **'Create Profile'**

CREATE PROFILE

## Scheduling a Transfer through Online Banking



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

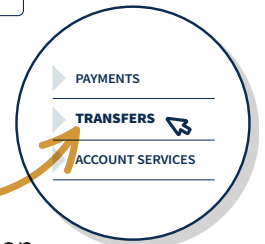
- a. Select Branch Name, input Member Number and Personal Access Code (PAC)

Branch Name  
Kitchener

Member Number      Access Code (PAC)

Login

### 2. On the left-hand side select **'Transfers'**



### 3. Fill in the transfer information

- a. Enter the transfer amount
- b. Select the accounts
- c. Set the date and time for the transfer to be scheduled

### 4. Click **'Confirm'** to schedule the transfer

CONFIRM