

EASY Step by Step Guide to Change your Online Banking User ID and Password

Step 1: Once you've logged into your online banking account, go to "Settings," then "Profile."

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Settings									
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Accounts									

Step 2: Under Profile, click on "User ID" and/or "Password" and follow prompts to change.

Profile	
User ID Your user ID to log in to online banking.	
Password Your password to log in to online banking.	
Address To contact you via postal mail.	
Email and Phone Number To contact you via phone, text message or email.	
Security Center	
Accounts	

Step 3: Mark your calendar to change your User ID and Password in at least six months; sooner is preferred.