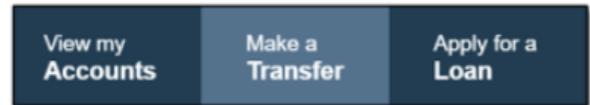


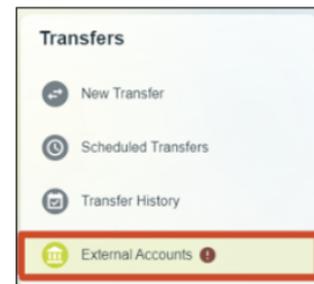
External Transfers - Adding Account

Step 1

From Menu on top screen, select “Make a Transfer”

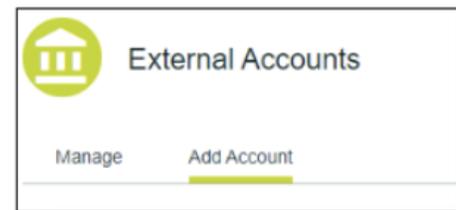


Then locate menu on left side of screen and select “External Accounts”



Step 2

Locate and select “Add Account”



Step 3

Review Terms and Conditions and select “Accept & Continue”

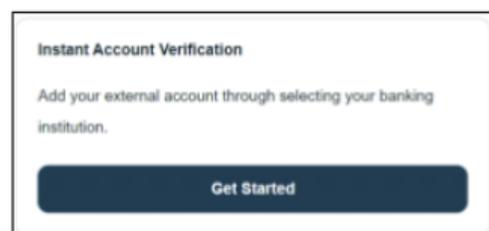


Step 4

Select “Instant Account Verification” (see step 5) or “Manual Account Input” (please see step 8 on page two of this document).

Step 5 - Instant Verification

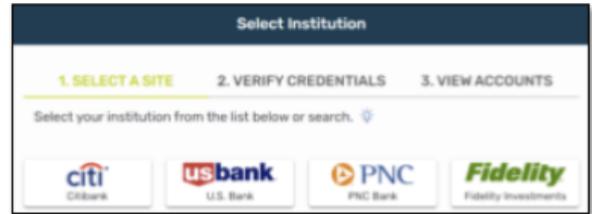
Select “Get Started”





Step 6

Locate the other financial institution. Select financial institution from list of popular institutions or search for the financial institution using search bar at the bottom of the page.



Select the chosen financial institution once located.

Note: if the financial institution name does not appear, this service is unavailable through that financial institution.

Step 6

Enter the requested credentials (this may vary depending on financial institution).

Select "Submit"



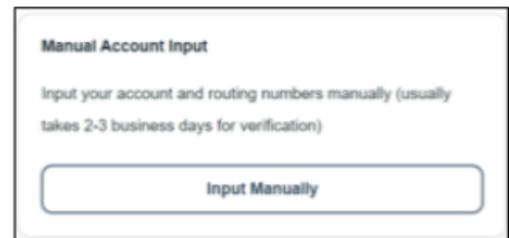
Step 7

Verify credentials (some financial institutions will require a one-time pin).

Once verified, you will be able to see external account.

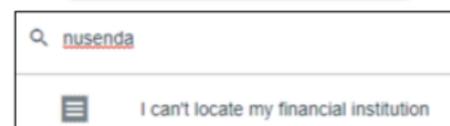
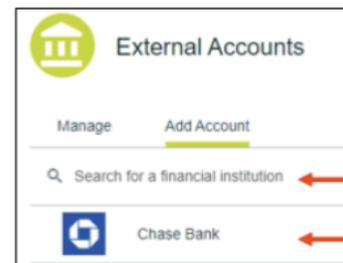
Step 8 - Manual Account Input

Select "Input Manually"



Step 9 - Manual Account Input

Use "Search for a financial institution" tool and select the financial institution from the drop down menu. If bank name is not found select "I can't locate my financial Institution."





Step 10

Enter the following account details:

- Routing number
- Account nickname
- Account number
- Confirm account number
- Select from radio dial the account type
 - Checking
 - Savings
 - Loan

Then, select "Connect"

Step 11

Request Accepted Message

It can take up to 3 business days to complete penny verification.

Step 12

Verifying Penny Verification Amounts

Select "Make a Transfer from Menu" and select "External Accounts"

Note: If there is an exclamation point icon next to this option, there are accounts that need to be verified.

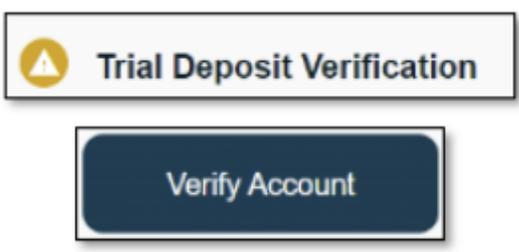
Step 13

Locate the account being linked in "Account Pending" status.

Select the account.

Step 13

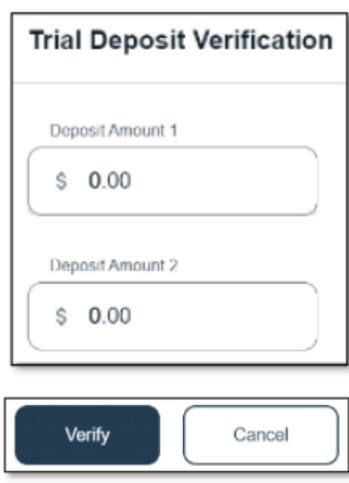
Select "Verify Account"



Step 14

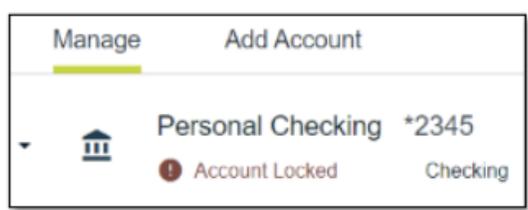
Enter both penny verification amounts (found from your other financial institution).

Select "Verify"



Troubleshooting

If the penny verification fails three times, the system will lock the account. Please contact US Eagle to unlock the account.



You have exceeded the number of allowable attempts. As a security measure, we have locked your request.

If you have any questions, please feel free to call us at 505-342-8888 or 888-342-8766, or schedule an appointment with us by visiting useagle.org/appointments.