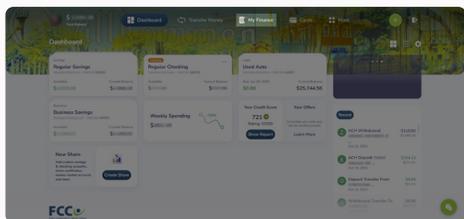


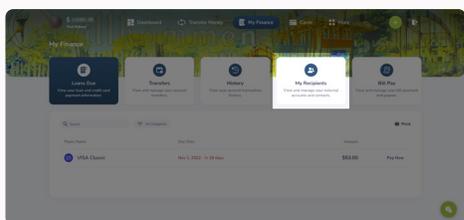
How to Add an External Account

Online Banking

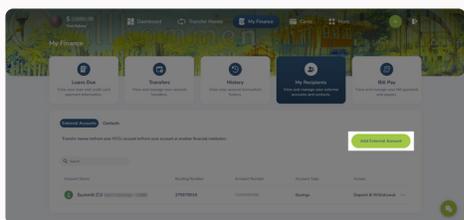
1. From the FCCU Online Banking Login page, log into your account: <https://online.fortcommunity.com/sign-in>
2. Upon login, you will be redirected to your dashboard. Click the **My Finance** menu option.



3. Click the **My Recipients** button.

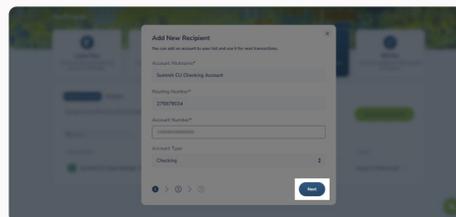


4. The **External Accounts** tab is open by default. Click the **Add External Account** button.



5. Choose between the two permission options:
 - a. **Deposits and withdrawals:** You will be able to transfer money to this external account (deposit) and transfer money from this external account (withdrawal).
 - b. **Deposits only:** You will only be able to transfer money to this external account.
6. Click the **Next** button.
7. In the **Account Nickname** field, type in a name that will help you distinguish this account from others.
8. In the **Routing Number** and **Account Number** fields, type in the account information for your account at the other financial institution.
9. In the **Account Type** drop-down menu, select the account type for the account number you just typed in above.

10. Click the **Next** button.

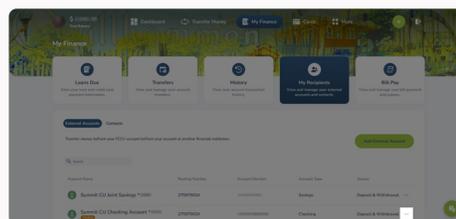


11. Review the details carefully.
12. If everything looks good, click the **Add Recipient** button.
13. Be sure to read this pop-up message carefully:

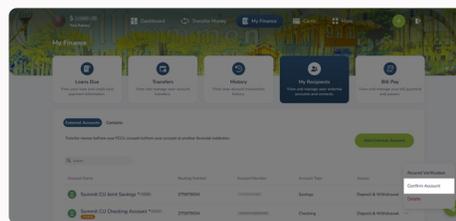
External Account Added! We will verify your ownership of this account by depositing two small amounts into it within 3 business days.

Once you receive these deposits, return to your External Account list and enter the deposit amounts to verify account ownership.

14. Click the three dots next to the pending account.



15. Click **Confirm Account** next to the pending account.



16. Type in the amount of the two micro deposits in the **Transaction 1** and **Transaction 2** fields.
17. Click the **Confirm** button.

Your External Account is active, and you can now use it!

FCCU Online Banking

A Simple Click to Manage Your Money



Sign In to Continue

Username

Password

Remember Device

[Forgot Password?](#)

Continue

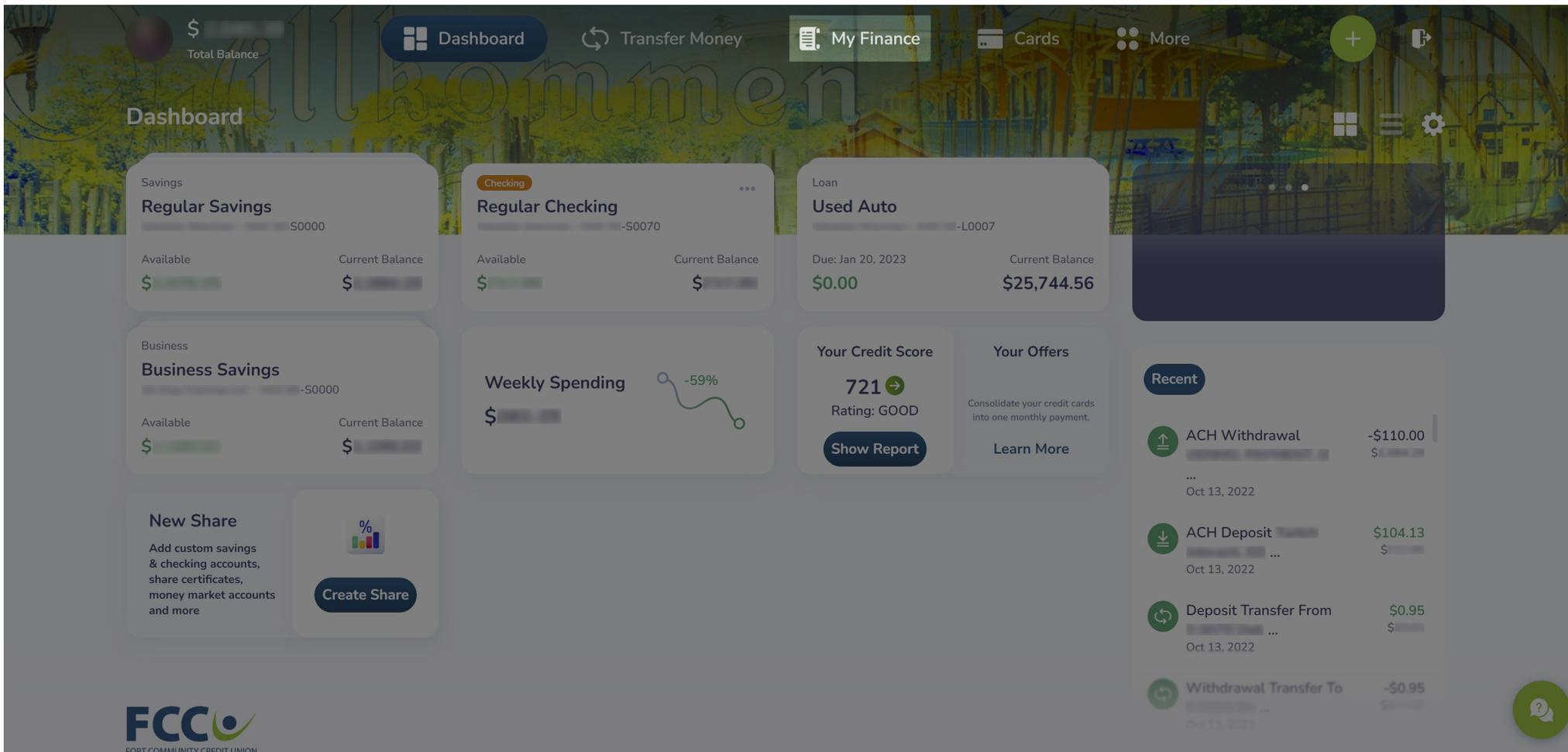
Enroll

Join

By signing in, you agree to our [Privacy Policy](#)
and [Terms of Service](#)

Federally Insured by NCUA

1. From the FCCU Online Banking Login page, log into your account: <https://online.fortcommunity.com/sign-in>



2. Upon login, you will be redirected to your dashboard. Click the **My Finance** menu option at the top of the page.

\$ Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



My Finance



Loans Due

View your loan and credit card payment information.



Transfers

View and manage your account transfers.



History

View your account transaction history.



My Recipients

View and manage your external accounts and contacts.



Bill Pay

View and manage your bill payment and payees.

Search

All Categories

Print

Payee Name

Due Date

Amount



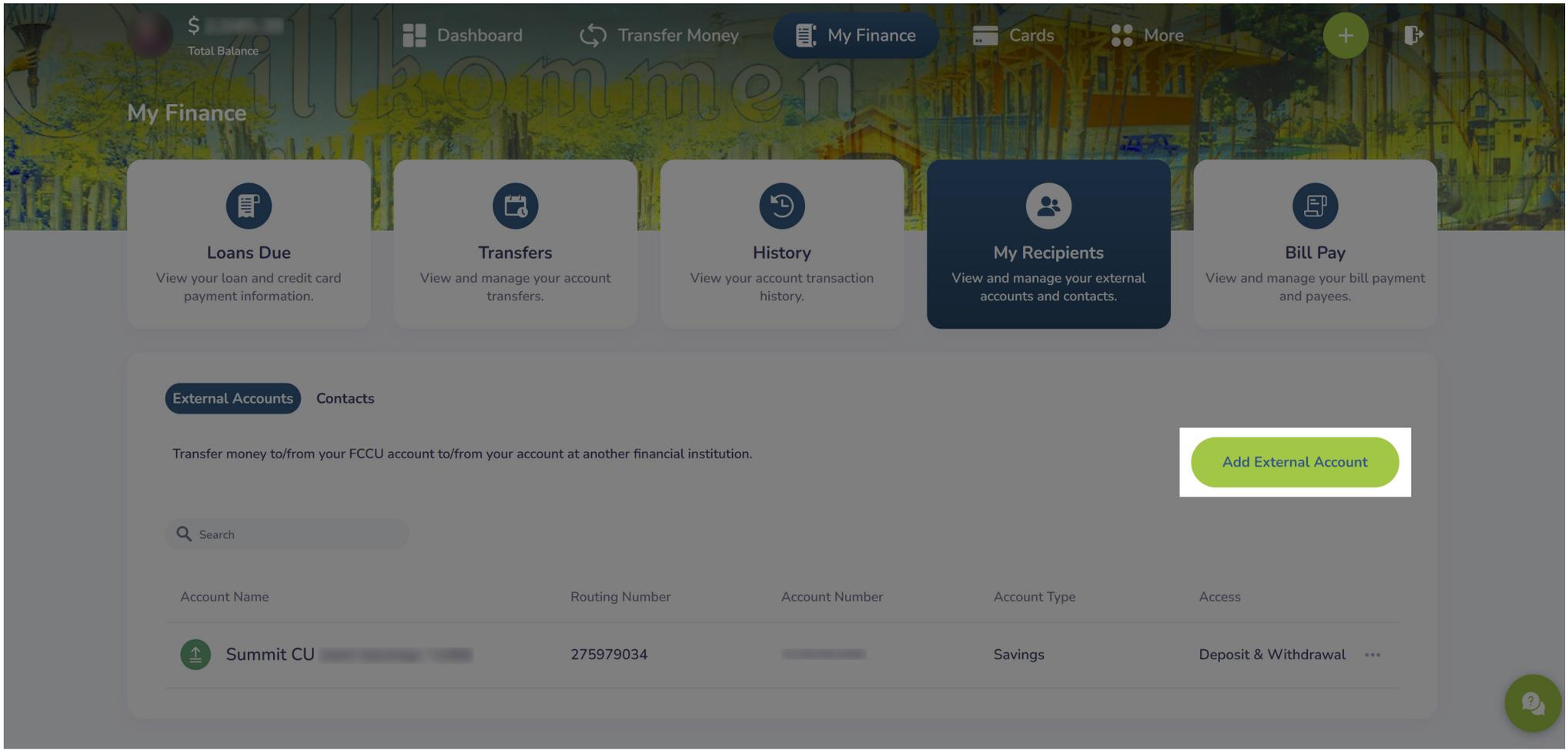
VISA Classic

Nov 1, 2022 - in 18 days

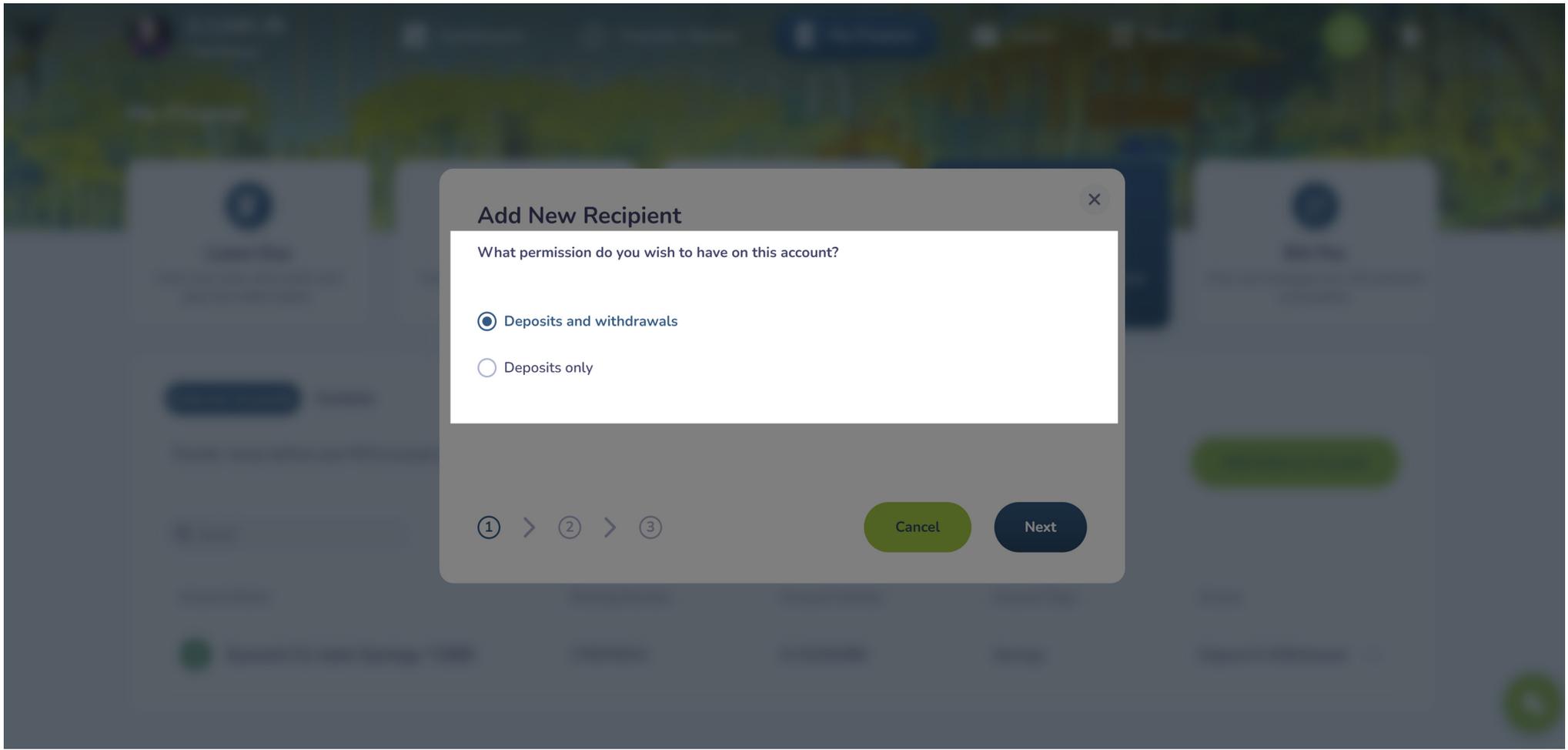
\$53.00

Pay Now

3. Click the **My Recipients** button.

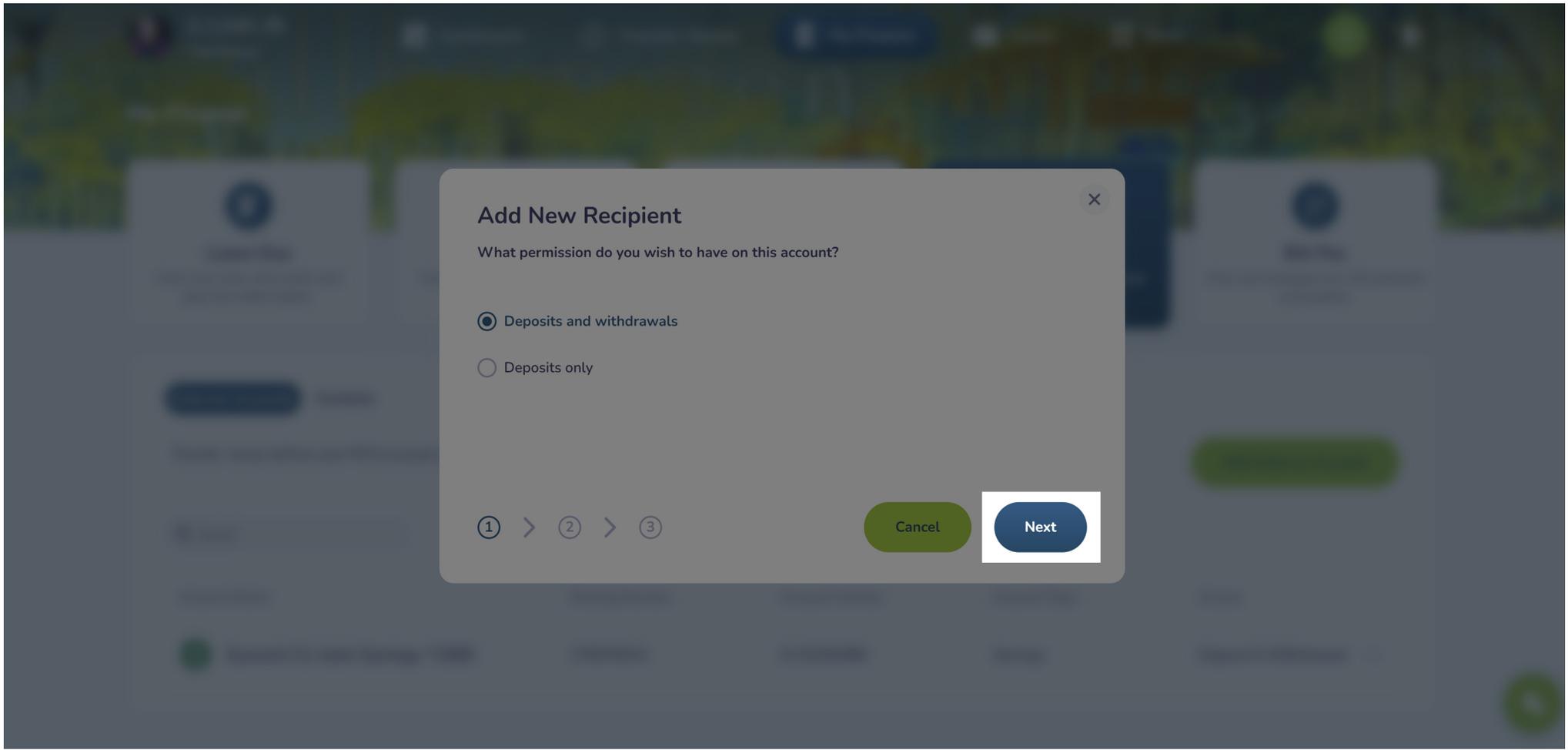


4. The **External Accounts** tab is open by default. Click the **Add External Account** button.

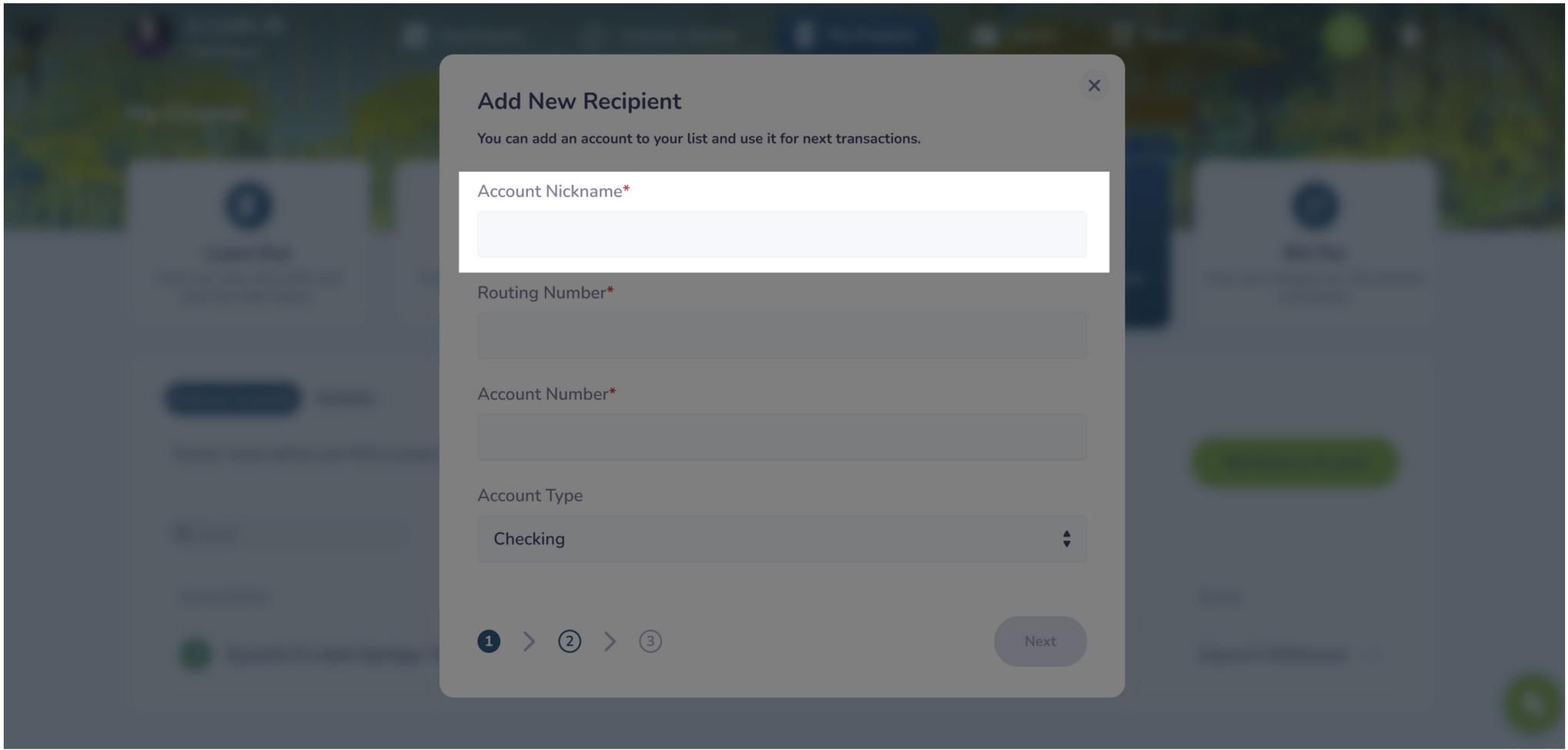


5. Choose between the two permission options:

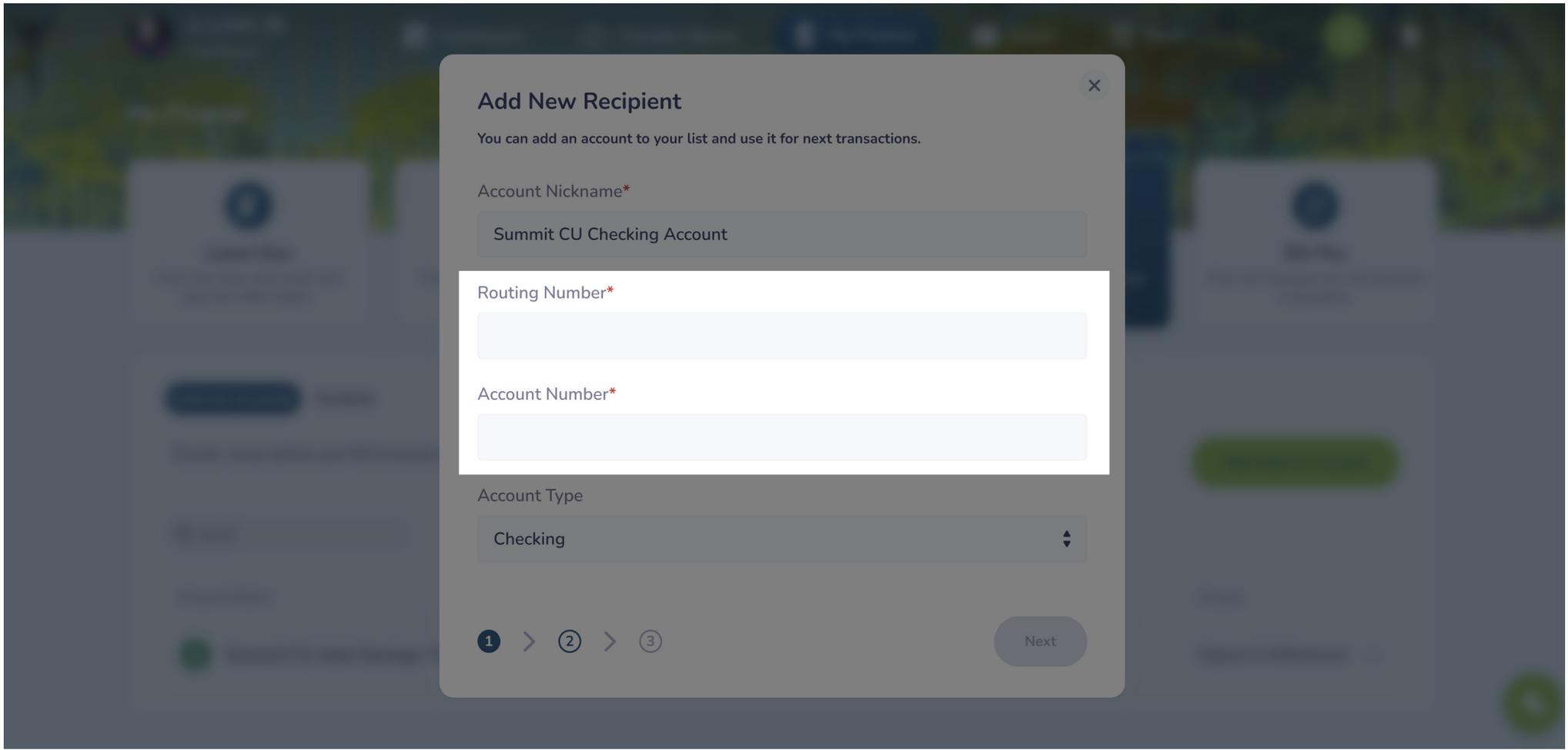
- a. **Deposits and withdrawals:** You will be able to transfer money to this external account (deposit) and transfer money from this external account (withdrawal).
- b. **Deposits only:** You will only be able to transfer money to this external account.



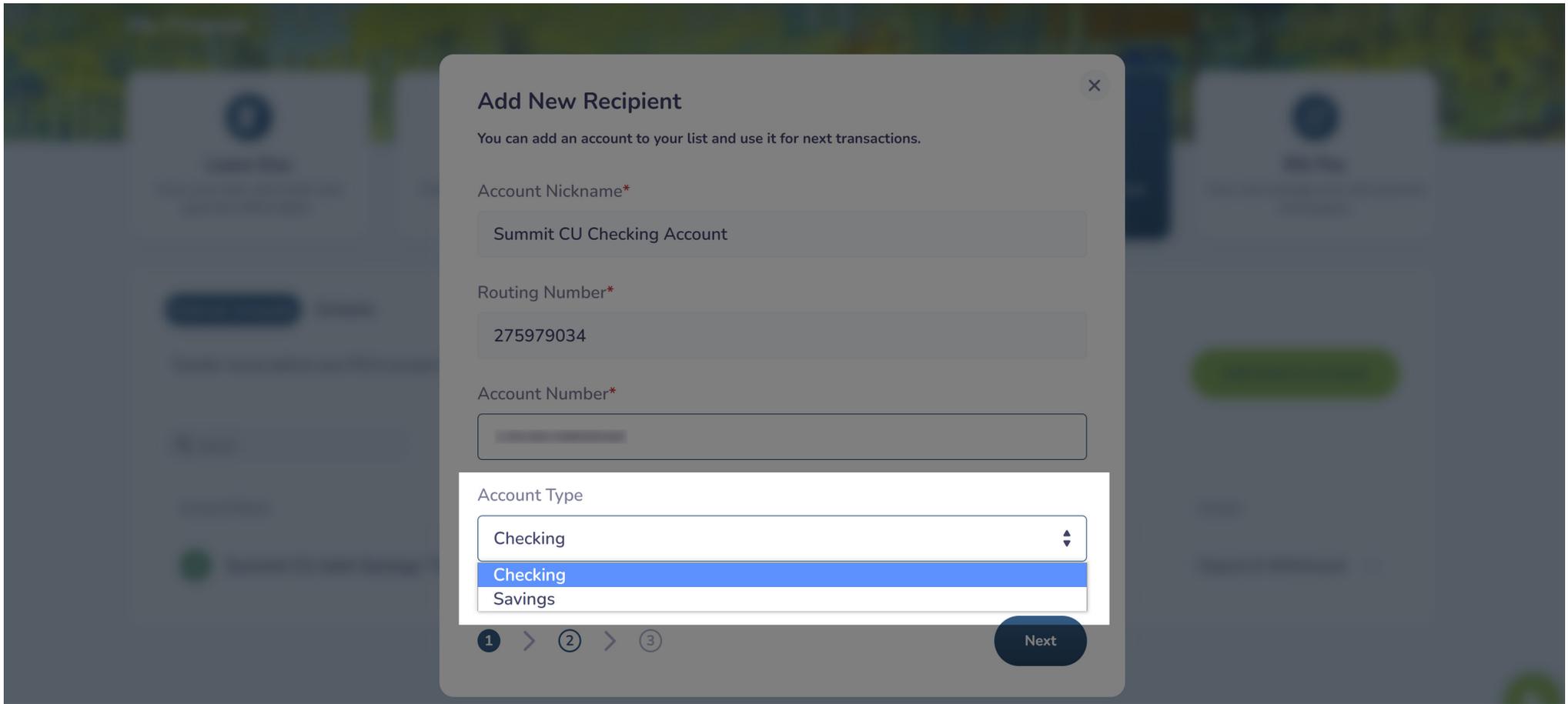
6. Click the **Next** button.



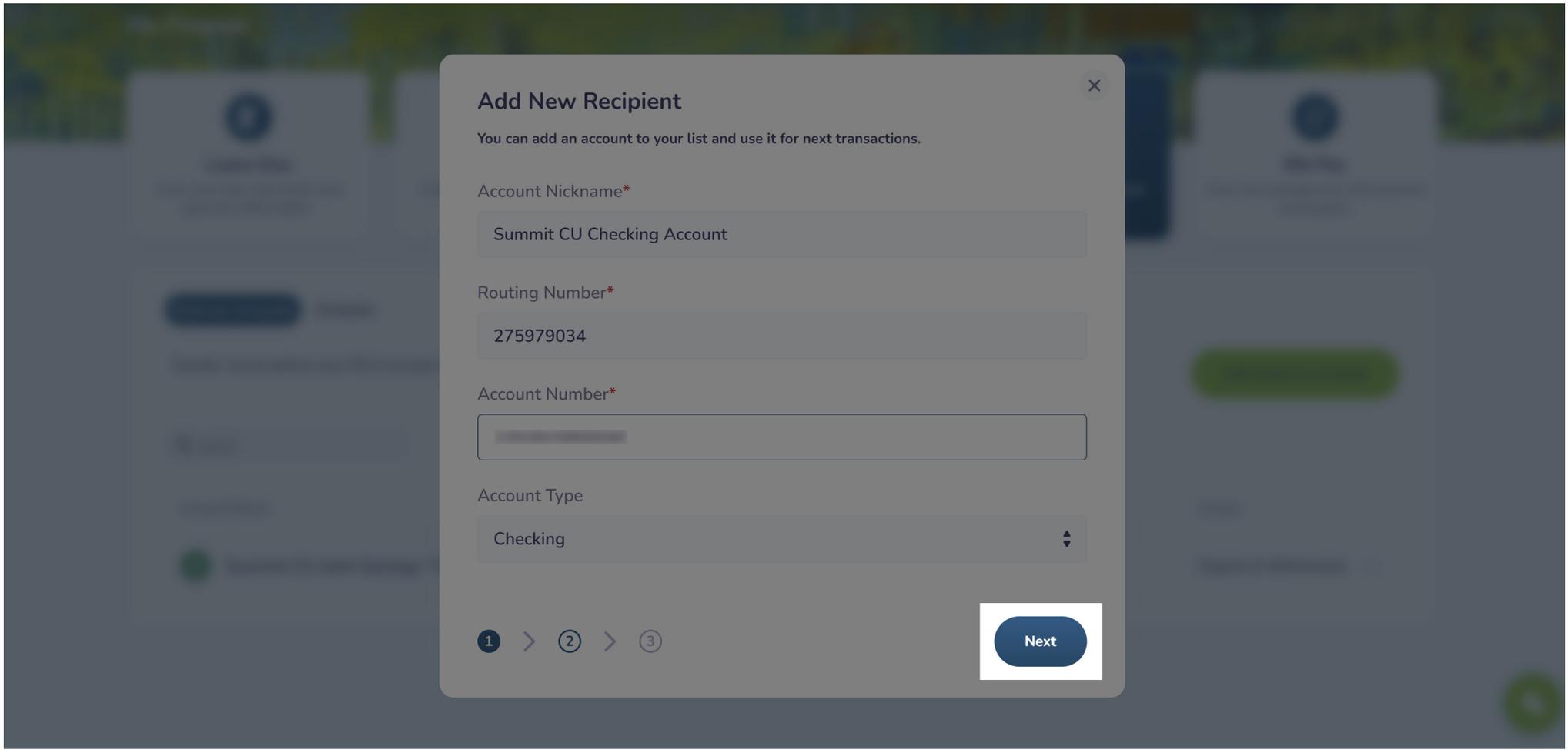
7. In the **Account Nickname** field, type in a name that will help you distinguish this account from others.



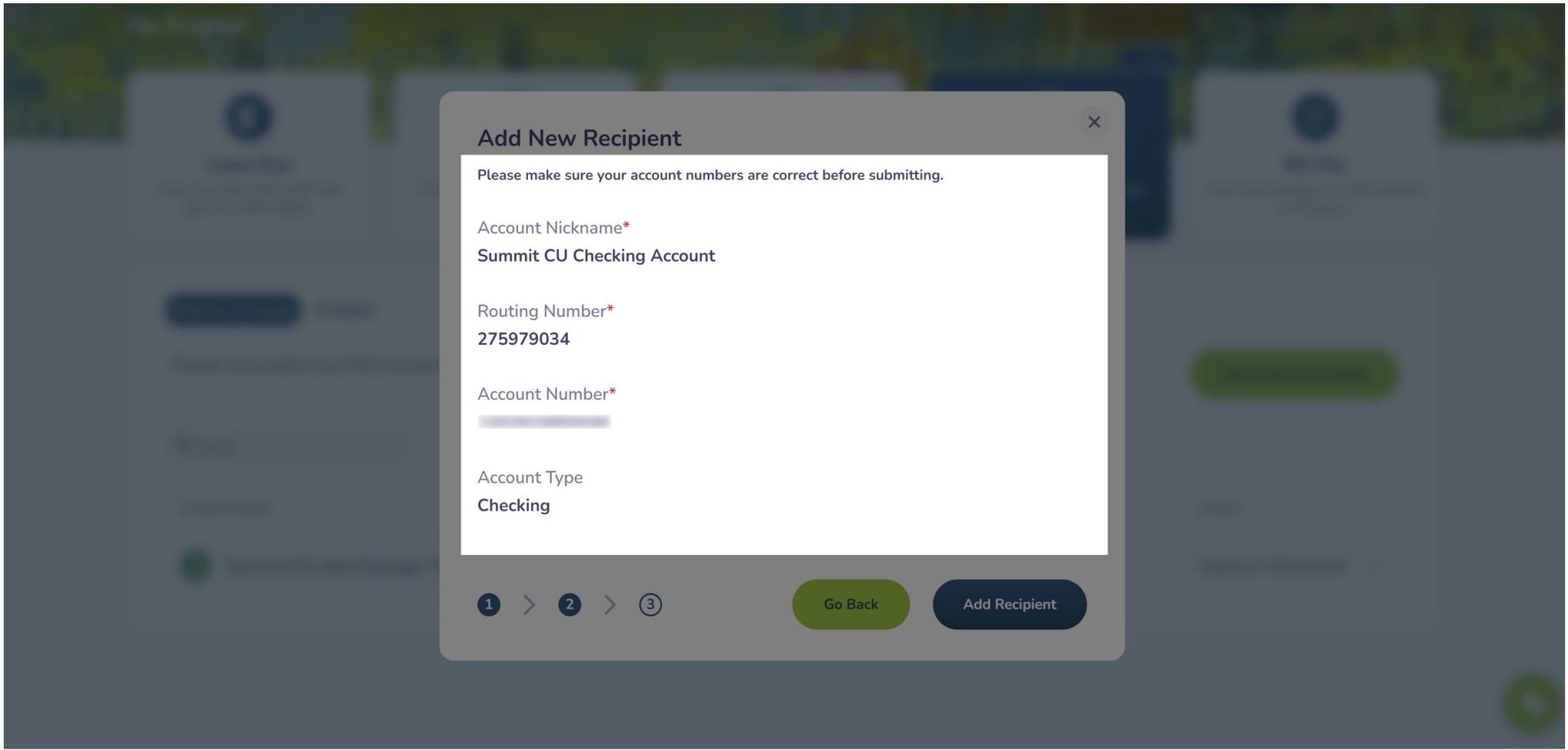
8. In the **Routing Number** and **Account Number** fields, type in the account information for your account at the other financial institution.



9. In the **Account Type** drop-down menu, select the account type for the account number you just typed in above.



10. Click the **Next** button.



11. Review the details carefully.

Add New Recipient



Please make sure your account numbers are correct before submitting.

Account Nickname*

Summit CU Checking Account

Routing Number*

275979034

Account Number*

XXXXXXXXXX

Account Type

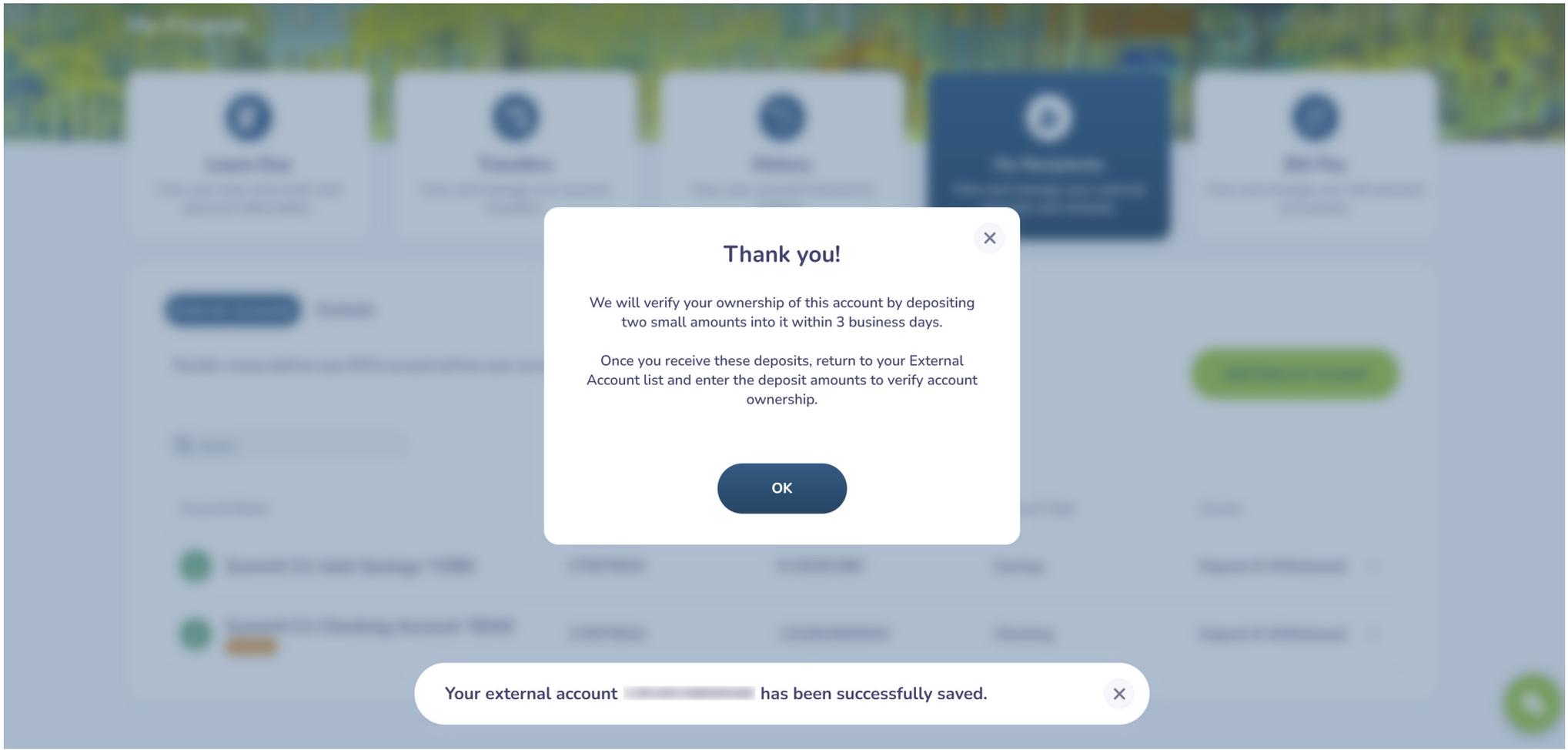
Checking



Go Back

Add Recipient

12. If everything looks good, click the **Add Recipient** button.



13. Be sure to read this pop-up message carefully:

External Account Added! We will verify your ownership of this account by depositing two small amounts into it within 3 business days. Once you receive these deposits, return to your External Account list and enter the deposit amounts to verify account ownership.

\$ Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



My Finance



Loans Due

View your loan and credit card payment information.



Transfers

View and manage your account transfers.



History

View your account transaction history.



My Recipients

View and manage your external accounts and contacts.



Bill Pay

View and manage your bill payment and payees.

External Accounts

Contacts

Transfer money to/from your FCCU account to/from your account at another financial institution.

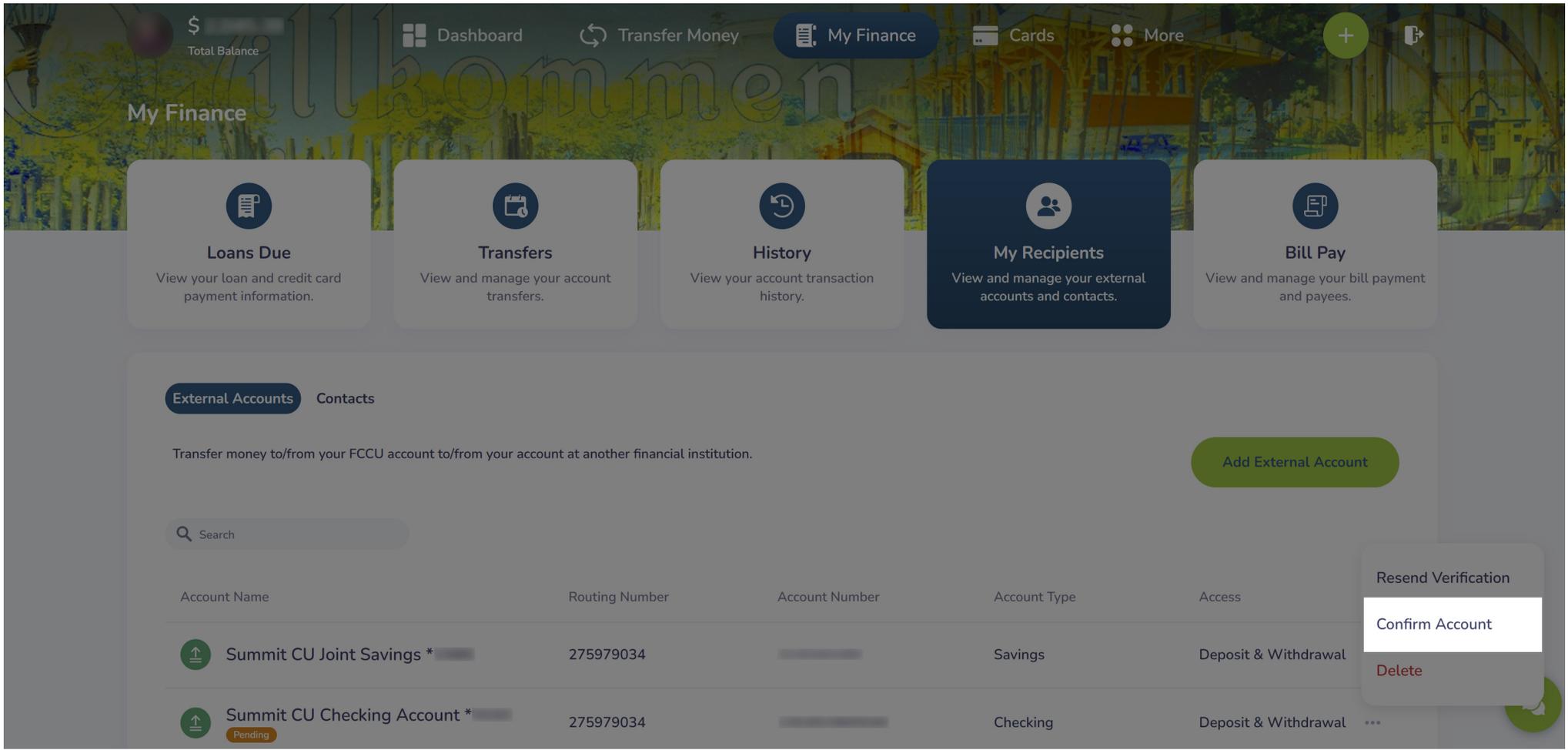
Add External Account

Search

Account Name	Routing Number	Account Number	Account Type	Access
Summit CU Joint Savings * [redacted]	275979034	[redacted]	Savings	Deposit & Withdrawal ...
Summit CU Checking Account * [redacted] Pending	275979034	[redacted]	Checking	Deposit & Withdrawal ...

Once you receive those micro deposits, which could take up to 3 business days, come back to the My Recipients page.

14. Click the three dots next to the pending account.



15. Click **Confirm Account** next to the pending account.

Confirm External Account



To verify your ownership of this account, we made two small deposits to your Summit CU Checking Account * account. It can take up to 3 business days for the deposits to post to your account.

Once you see the deposits in your Summit CU Checking Account * make note of the amounts.

Then, log back into FCCU and find Summit CU Checking Account * under External Accounts. Click "Confirm" to enter the deposit amounts and confirm you own the account.

Enter the micro deposit amounts we sent you to your external account:

Transaction 1

\$ 0.00

Transaction 2

\$ 0.00

Cancel

Confirm

16. Type in the amount of the two micro deposits in the **Transaction 1** and **Transaction 2** fields.

Confirm External Account



To verify your ownership of this account, we made two small deposits to your Summit CU Checking Account * account. It can take up to 3 business days for the deposits to post to your account.

Once you see the deposits in your Summit CU Checking Account * make note of the amounts.

Then, log back into FCCU and find Summit CU Checking Account * under External Accounts. Click "Confirm" to enter the deposit amounts and confirm you own the account.

Enter the micro deposit amounts we sent you to your external account:

Transaction 1

\$ 0.01

Transaction 2

\$ 0.01

Cancel

Confirm

17. Click the **Confirm** button.

\$ [Redacted]
Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



My Finance



Loans Due

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Transfers

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My Recipients

View and manage your external accounts and contacts.



Bill Pay

View and manage your bill payment and payees.

External Accounts

Contacts

Transfer money to/from your FCCU account to/from your account at another financial institution.

Add External Account

Search

Account Name	Routing Number	Account Number	Account Type	Access
Summit CU Joint Savings * [Redacted]	275979034	[Redacted]	Savings	Deposit & Withdrawal ...
Summit CU Checking Account * [Redacted]	275979034	[Redacted]	Checking	Deposit & Withdrawal ...

Your External Account is active, and you can now use it!

