

How to Set-up Other Institution Accounts

- Sign-in your Online Banking (OLB), select “Other Institution” followed by “Add Account”

- Enter the other institution information as request:

- The status on new account will show Unverified. Within a couple of business days, Alive CU will make two small deposits under \$1.00 to your other financial institution account. After that, come back to OLB and click on ‘Complete Verification’, enter the transaction amounts to complete the setup.

Bank Name	Nickname	Account #	Type	Status	Options
Truist	Checking	XXXXXXXXXX	Checking	Unverified	Complete Verification Delete

- Once the trial deposit is entered the status on the new account will show Verified. Now it is ready for transfers between both accounts.

Bank Name	Nickname	Account #	Type	Status	Options
Wells Fargo		XXXXXX	Checking	Verified	Delete