STEP-BY-STEP GUIDE: Online Banking
How to set up travel notifications

Step 1: Locate your card

Log in to Online Banking and click on the MANAGE CARDS widget in the menu on the left. If you don’t see the MANAGE CARDS widget, you can find it by clicking the MORE option. Next, locate the card you want to use during your travels by referring to the last four digits of the card. To access that card’s features, simply click on the image of the card.
Step 2: Enter travel dates

You will see a tab labeled Travel Notifications. Click the arrow on the right to open the dropdown menu and begin filling out information about your travel plans. Click the yellow calendar icon to pick your departure and return dates.
Step 3: Enter travel destination

Next, enter the country or U.S. state you will be visiting.

Step 4: Enter emergency contact number

Please enter an emergency contact number in case we need to contact you about any suspicious charges.
Step 5: Agree to Terms and Conditions

Read the Terms and Conditions (T&C) when prompted and enter your name to confirm to the agreement before clicking the Accept button.

Step 6: Verify information and submit form

After agreeing to the T&C, make sure that all the information you have entered is correct and then click Submit. Once you have submitted your Travel Notification, it cannot be canceled or modified through our Online or Mobile Banking site. Instead, please call Member Services at 855.855.8805.