

The following step-by-step guide was developed to assist you in adding an external account to your First Tech online mobile banking app. If you have any questions, please contact us at 855.855.8805, we would be happy to help

1) Log in to the First Tech Online Mobile Banking app and click the menu icon (three horizontal lines) in the upper left corner of the app:

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2) Next, click on "Transfer":







3) Choose "Add Account":

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4) Click "External Account" and enter your account information (red circles below, 1-5), then click "Continue":

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5) Next, you will need to verify your identity; once you enter your information and receive your code, enter the verification code you received via email or phone:

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6) Confirm that your external account belongs to you by entering the two deposit transactions First Tech sends to your external account (*Note: This process may take up to three business days;* Once the deposit transactions are posted to your external account, go to "Settings"):

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7) Next, under "Settings," click "Account" and then "Confirm" the deposit transactions that are in your account:

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8) Lastly, enter the two deposit amounts ("Trial Transfers") that show up in your external account's transactions history and click "Confirm":

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