

Updating Your Online and Mobile Banking Information



Follow these simple steps to update your online or mobile banking information.

Adding a Bill Payee through Online Banking



1. Log into **Online Banking**

- a. Select Branch Name, input Member Number and Personal Access Code (PAC)

Branch Name
Main

Member Number Access Code (PAC)

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Login

2. On the left-hand side select **'Payments'**



3. From the expanded selection that appears, select **'Add/Delete Payees'**

4. Select **'Add Payee'**

- a. Search for the payee by name or browse by type
- b. Select the required payee

5. Input the account number for the corresponding bill and click **'Submit'**



Adding a Bill Payee through the Mobile App



1. Open the WFCU Credit Union **Mobile App**

2. Log into your WFCU Credit Union account

3. Select **'Pay Bills'** from the home page



4. At the top, select **'Manage Payees'** followed by **'Add Payee'**

5. Search for the payee by name or browse by type

- a. Select the correct Payee
- b. Input your account number for the corresponding bill
- c. Select **'Add Payee'**

6. Confirm the information and click **'Confirm'**



Visit wfcu.ca for more information and to see 'How-to' videos.