

1. Click on the **New User** link.

2. Prior to proceeding with the E-Teller registration, you will be asked to read and accept the **E-Teller Online Banking Agreement**.

3. Fill out the information required.

| CUnify Web Application | |
|------------------------|---------------------------------|
| Personal | |
| | • |
| | • |
| | • |
| | (MM/DD/YYYY) |
| | • (***-**-****) |
| | • |
| | |
| < Provinus Next > | |
| | CUnify Web Application Personal |

If your information does not match the Credit Union records, your E-Teller application will be reviewed by our Member Service Representatives. We will contact you as soon as we verify the information you provided with our records.



4. You will be prompted to set up your **E-Teller Password**. Your password must be 6 characters and contain letters and numbers.

| | CUnify Web Application | |
|-----------------------|------------------------|---|
| Login ID: | 1001985 | |
| Enter new password: | | • |
| Confirm new password: | | • |
| | Finish | |

5. You will be prompted to login to your account. Your username is your account number and the password you selected.

6. Next, you will be asked to set up 3 (three) security **Challenge Questions**. Please choose only three questions and provide answer to each question. You will be asked to answer one of these three questions every time you log in to E-Teller.

| Update Answers to Challenge Questions | | |
|---------------------------------------|--|--|
| What is your mother's maiden name? | | |
| In what city were you born? | | |
| What is your favorite color | | |
| What was your first pet's name? | | |



7. Next, you will be asked to set up the **Forgotten Password Question Prompt** and the Answer.

If you happen to forget your password, this prompt question will be displayed for security reasons when you click on the **Forgot Your Password** link.

| | | Forgotten Password Prompt Change |
|-----------|---|----------------------------------|
| Question: | 1 | |
| Answer: | | |
| | | Submit |

8. Please note that a confirmation email will be sent to the email address you provided during the registration process. The email will contain a number code that you will need to use to confirm your email address in E-Teller. In order to confirm your email address you will need to go back to **E-Teller** and click on the **Member Options** link on the left. From there, you will need to select **Email Address** and copy/paste or type in the code in the field provided. Please note that if your email address is not confirmed in E-Teller, you will not be able to use the **Forgot Password** feature in E-Teller to reset your password.

9. Don't forget to sign up for **E-Statements** once you complete your E-Teller registration. All you need to do is click on the link **E-Statements** in your E-Teller navigation on the left.