

QUICK GUIDE: Rename & Hide Accounts



Our new Online Banking experience conveniently displays all of your accounts in one place! All primary and joint accounts you hold will appear in a list under **My Accounts**, on the left side of the screen. To organize your accounts, you can nickname accounts and select the ones you want to see (applies to both Online and Mobile Banking).

Note: these options are available in Online Banking and will reflect the same changes in the mobile app.

Identify Your Accounts

If you have more than one of the same type of account, you will find the last 4 digits of your masked account numbers are identical (e.g. Regular Share Savings *7000 shown here).

1. Click the account (blue account name; e.g. Regular Share) under **My Accounts**.

Regular Share Savings *7000	Quick peek	\$6,982.80 Available \$6,977.80
Regular Share Savings *7000	Quick peek	\$151.88 Available \$146.88

2. Select **See account details** in the right column to find your new, FULL account number.

Rename or Hide Accounts

1. Click **Rename & Hide your accounts** under **Other Services**.
2. Enter the nickname for your account in the space next to the appropriate account.
 - » Accounts appear in the same order as they do on the **My Accounts** page within Online and Mobile Banking.
 - » Nicknames can only be created in Online Banking and will update within the mobile app.
3. Check or uncheck the box depending on whether you want the particular account to appear under **My Accounts** in Online and Mobile Banking.
 - » Hiding an account in Online Banking will also hide the account on the Mobile app.
 - » Hiding an account will also inhibit your ability to transfer funds to/from the account while it's hidden.
4. Click **Done**.

Rename & Hide your accounts

Here you can rename your accounts and hide your accounts to exclude them from everywhere. Do not include Account Numbers, Social Security Numbers or other confidential information in your new account name. Changes you make are saved automatically.

Note: Please do not hide accounts that have scheduled transfers. Scheduled transfers to and/or from hidden accounts may not process.

Your accounts	Rename account to	Show account
Share Draft *4567	Spending Money	<input checked="" type="checkbox"/>
Christmas Club *7600	Christmas Club	<input checked="" type="checkbox"/>
Regular Share *7000	Regular Share	<input checked="" type="checkbox"/>
Vacation Club *7500	Vacation Club	<input checked="" type="checkbox"/>

Done