Setting up an External Account to your Advantage Account:

- Sign into your online banking. (This can be setup on the desktop or the mobile app)
- Click the menu button top left (\equiv) if you are using the mobile app.
- Choose Transfer
 - Click Add External Account
 - Choose + Add Account
 - Below will be what your screen will show

Display Name	()		
Remote Account			
Name On Account			
Routing #			
Account			
Confirm Account			
Account Type	Select Type	*	

- For Display Name type in what you want the system to display the account name as.
- o Remote Account
 - Name on Account: please type in the name (owner) of the other account
 - Routing #: type in Financial Institution routing number (this is nine digits)
 - Account: type in the account number
 - Confirm Account: type in the account number again
 - Account Type: select type either Savings or Checking
 - Once complete click \sqrt{V} Update

- Once you have completed this step, your other account will receive two micro deposits (small deposits) to verify the account. This will happen within 24 hours (business days only). Then it will also debit the account for the total of the two micro deposits.
- Once you have seen this completed on the other account, you will need to sign back into your online account.
- Click the menu button top left (\equiv) if you are using the mobile app.
- Choose Transfer
 - Click Add External Account
 - Choose + Add Account
 - o Below will be what your screen will show

Exte	erna	Accounts		
	+Ada	d Account		
Cli	ck 🎮	to validate an account		
		Name	Status	Account Info
1	-	Melanie	Pending verification	231372329 / *******26
1		melanie test 2	Pending verification	231372329 / *******26

- o Click on the flag next to the account you need to verify
- \circ $\;$ This will have you verify the deposits as seen below

Enter the micro deposit amounts to	validate the account settings are correct	
First Deposit Amount Second Deposit Amount Retries Left	\$0.	
	\$0. 5	

- Type in the first deposit amount
- \circ $\;$ Type in the second deposit amount $\;$
- $\circ~$ Then click $\sqrt{}$ Update
- If you typed in the correct amount the account will be ready to use.
- If you get an error, please check your other account, and then try again. You will only get 5 tries to complete this step.