

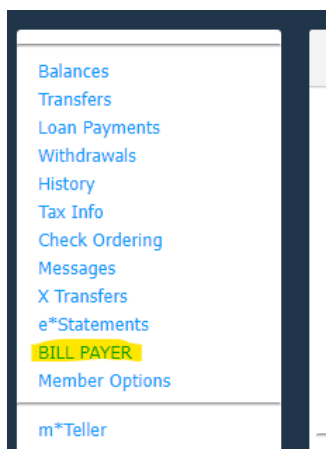
Saving Your Bill Pay Information

Dear Member,

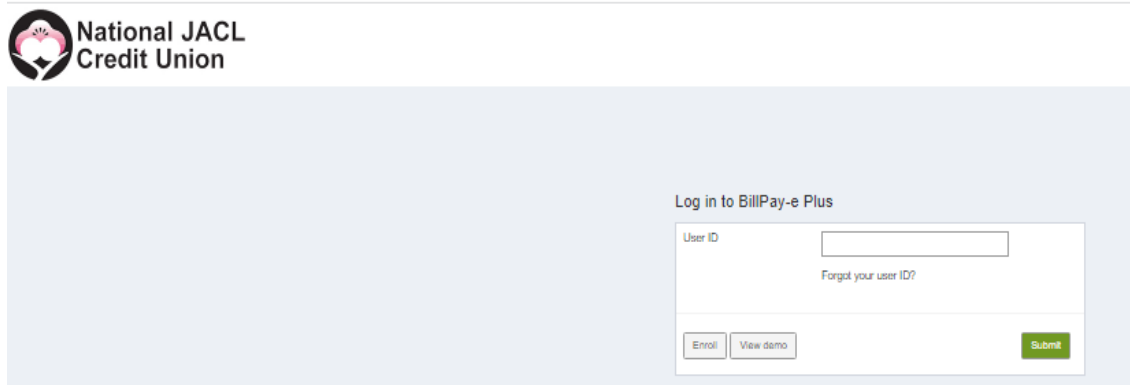
As we prepare for the credit union's new **Online Banking** and **Mobile app** conversion, it has come to our attention that all your current **Bill Pay** information will not carry over, nor be available after **June 7, 2023**. Because of this, we are encouraging you to act now and save that information so you can easily re-setup your payments once our new system goes live on June 8th.

To do so, please see our recommended steps:

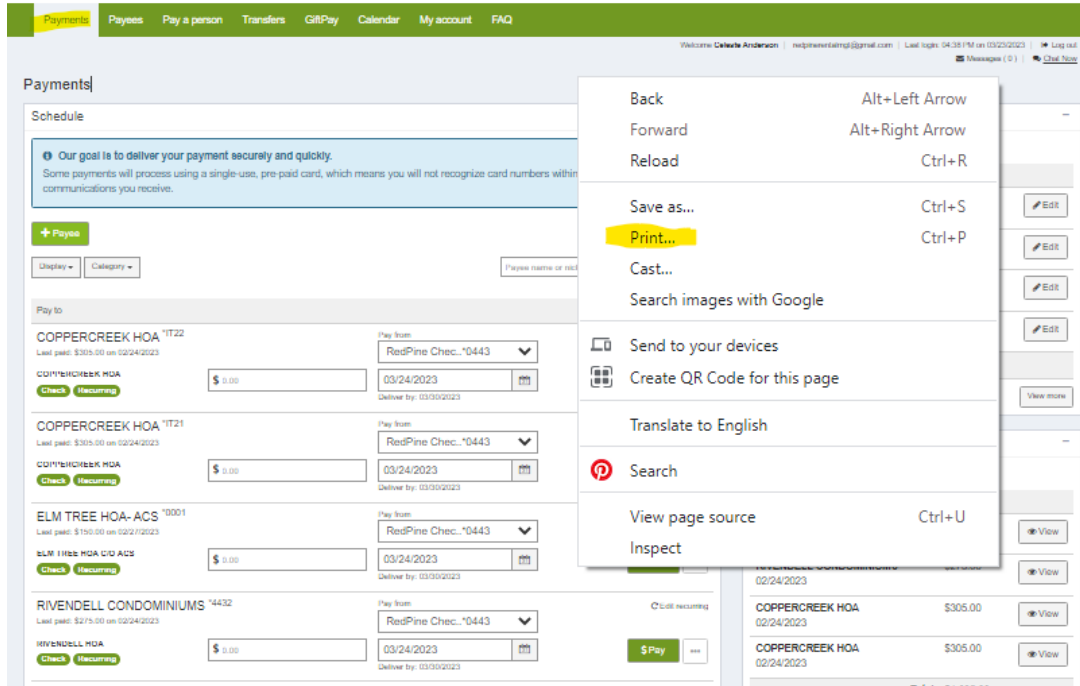
1. Go to www.jaclcu.com and log in to your National JACL bank account. On the left menu, select the "**BILL PAYER**" option, to be directed to the Bill Pay Login.



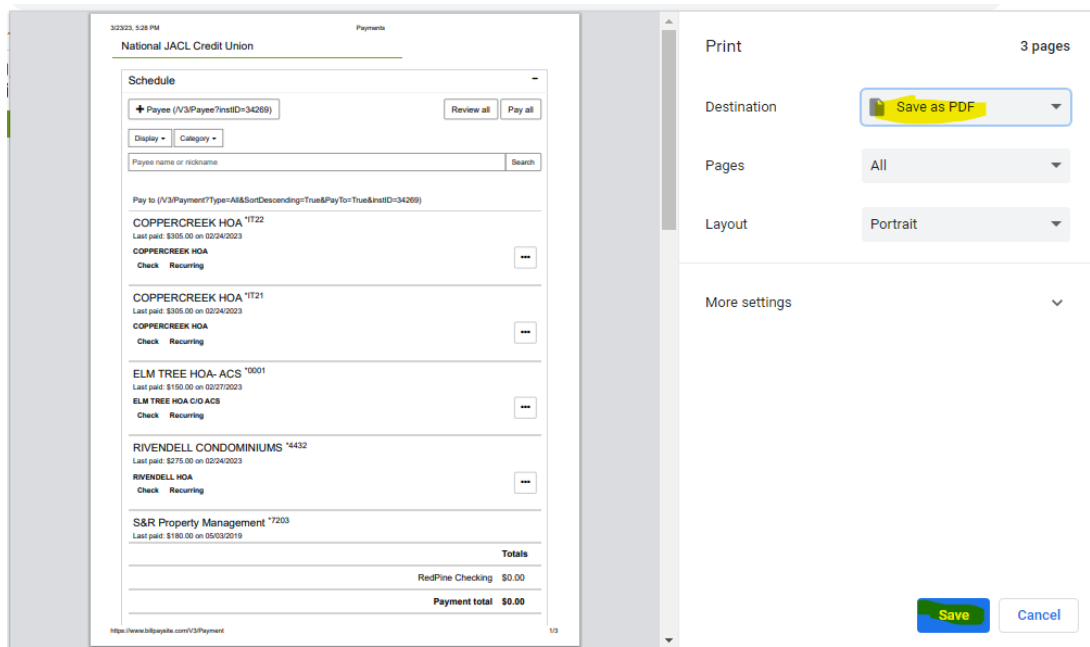
2. Proceed to log in to your Bill Pay account.

A screenshot of the National JACL Credit Union Bill Pay login page. The page features the National JACL Credit Union logo at the top left. Below the logo, the text "Log in to BillPay-e Plus" is displayed. The login form includes a "User ID" input field, a "Forgot your user ID?" link, and three buttons: "Enroll", "View demo", and "Submit".

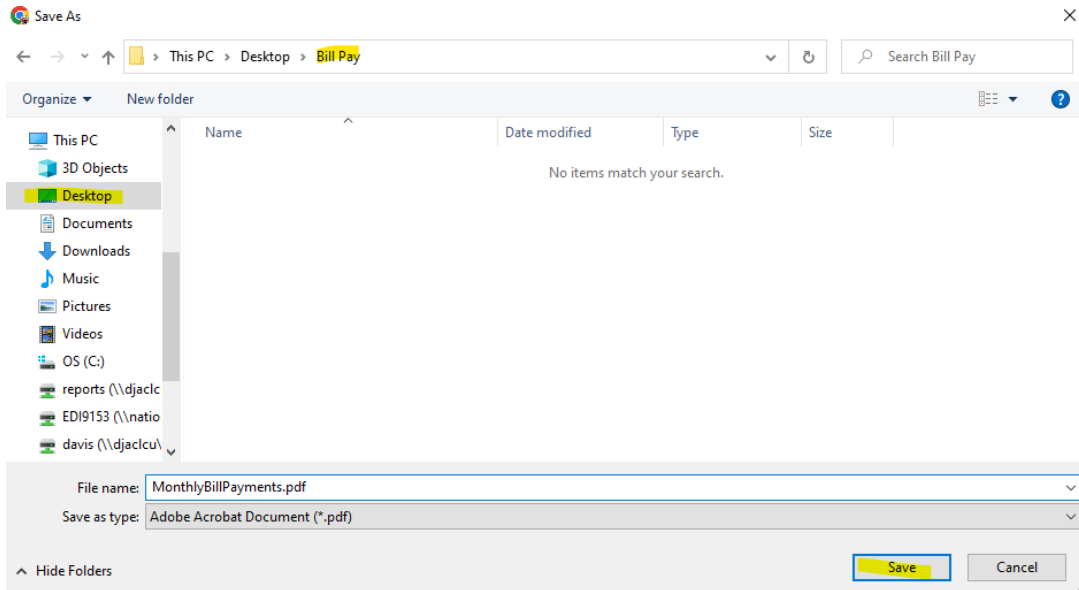
- Once in, be sure you are on the **“Payments”** tab. Here you will Save the list of your upcoming bill payments. (This will be helpful, as it shows you the date you have selected for reoccurring payments).
- Right-click** your computer mouse and select the **“Print”** option.



- Change the **“Destination”** drop down to **“Save as PDF”** then select **“Save”**.

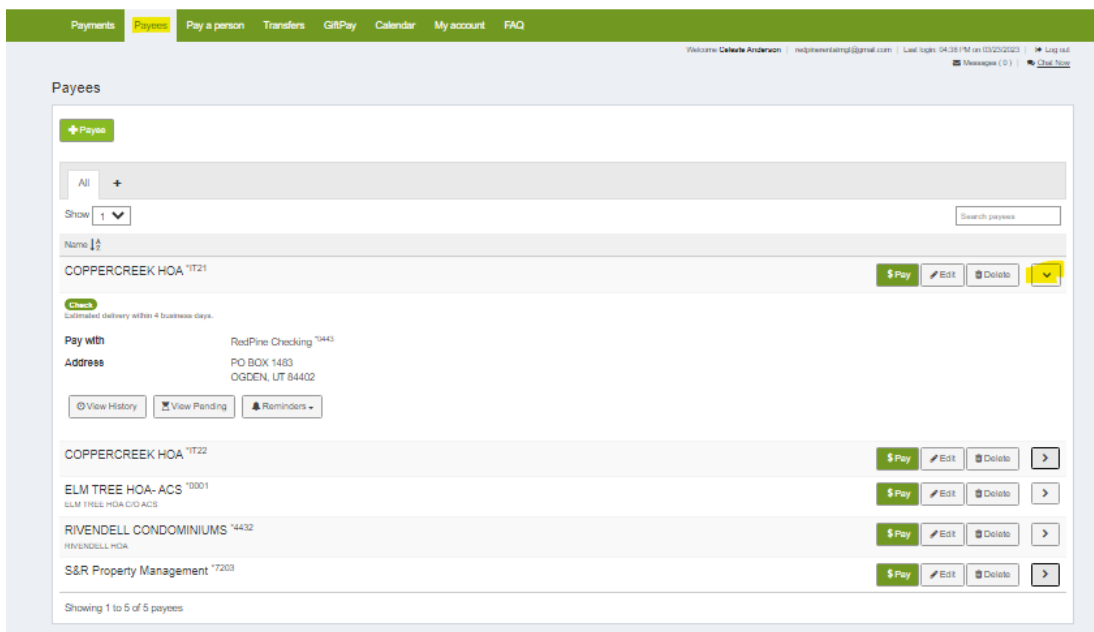


6. Select the location/folder you wish to save this information so you can easily access it when setting up your Bill Pay on the new system.



7. Next, select the **“Payees”** tab at the top of the page to save the individual details needed for each Payee (Name and Address).
8. For each Payee, click the dropdown **Arrow** on the far right which will show the payment Address of each payee. Do this for all active Payees.

Unfortunately, this bill pay list will not give you the full account number for your Payee, so this will need to be retrieved from one of your billing statements.



- Then **Right-click** your computer mouse and select the **“Print”** option.
- Change the **“Destination”** drop down to **“Save as PDF”** then select **“Save”**.

