

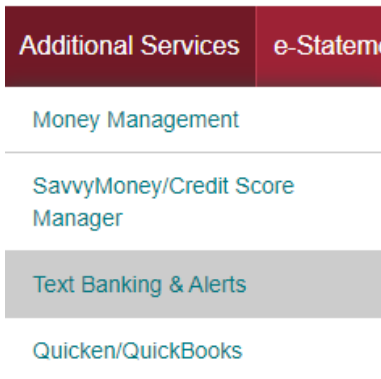
How to set up daily alerts for Account Balance

How to set up daily alerts in online banking

Step 1: Log into online banking

Step 2: Select the “Additional Services” tab

Step 3: From the drop down menu, select “Text Banking & Alerts”



Step 4: Select “Add an alert +”

Add an alert +

Step 5: Select “Balance update” under “Accounts”

Which alert would you like to add?

Accounts

Balance update

Activity

Low balance

High balance

Step 6: Select “More options” to update your alert settings

Alert Type

Add an alert +

Balance update

Once a week on Friday ▼ send me the balance of Checking - 0004 ▼

[More Options](#) [Remove](#)

Step 7: Select the account you would like the alert to apply to and when you would like the alert sent

Send alert

For account

When

PREMIUM CHECKING - 0004 ▼

Once a week ▼ on Monday ▼

Step 8: Select how you would like to receive the alert, via email or text

Delivery options

Select where you want to receive this alert.

By email

By text

Step 9: Select “Save” to finalize the alert settings

Save

Step 10: Repeat these steps for other days of the week you would like to schedule a recurring alert (i.e., Tuesday, Wednesday, and so on)

When

Once a week ▼ on Monday ▼

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

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