# Digital Banking Tips 🥏



**1-866-866-6641** | PenFinancial.com **f y** Ø @PenFinancial

### How to add your PenFinancial Mastercard to your Online Banking and App

#### ADDING A PENFINANCIAL MASTERCARD

Note: This feature must be set up using a web browser through PenFinancial Online Banking.

#### STEP 1

Log in to **PenFinancial Online Banking**. You may be asked to enter a 2SV code when logging in.

#### STEP 2

#### Select ACCOUNT SERVICES > VIEW CREDIT CARDS.



#### STEP 3 Select LINK A COLLABRIA CREDIT CARD.



#### STEP 3

Read and agree to the terms and conditions by selecting **I AGREE**.

#### STEP 4

Enter the 16 digit credit card number and the 3-digit CCV number located on the back of the card. Once complete, select **LINK CARD**.

Link Collabria Credit Ca	rd	6
Please enter the Collabria credit card num	ber (16 digits).	
	s digit; on the back of your tara	
Cancel Link Card	<	

#### STEP 5

If the credit card was linked successfully, you will see the message **"You have successfully linked your Collabria credit card to your account"**.

#### STEP 6

Go to **MY ACCOUNTS** and your Collabria credit card account will be displayed under your Penfinancial Credit Union accounts.



#### REMOVING A PENFINANCIAL MASTERCARD

#### STEP 1

#### Select ACCOUNT SERVICES > VIEW CREDIT CARDS.



#### STEP 2 Select REMOVE.

#### STEP 3

#### Select LINK A COLLABRIA CREDIT CARD.

Add/ Remove condon	ia Credit Card	6
If you link your Collabria credit card a that if you do link your account(s), ≹r	cccunt(s), you will be able to view a summary of such a will remain important that you log into MyCardInfo on	account(s) on the Account Summary page. Please note a monthly basis in order to maintain access to, and to
view, your credit card statement(s) ar Collabria without having to log in sep	anately by simply clicking "View" on your Account Sum	ed on the MyCardinto website. You can connect to many page.
view, your credit card stetement(s) ar Collabrie without having to log in sep Link a Collabria Credit Card	io important related account intermation that is provid- anately by simply clicking "View" on your Account Sum	ed on the MyCardInto website. You can connect to many page.
view, your credit card statement(s) ar Collabrie without having to log in ses Link a Collabria Credit Card Account Name	o important relates account intermation that is provide anately by simply clicking "View" on your Account Sum Primary Card	ed on the MyCardinto website. You can connect to imary page.

## NAVIGATING THROUGH PENFINANCIAL MASTERCARD TRANSACTIONS

#### STEP 1

Go to **MY ACCOUNTS** to see your Collabria credit card account(s) summary. Select the credit card account name to view the transaction history.

Account Name	1		Balance Actions	You currently do not hav Payments Scheduled.
				1
Collabria Credit	Cards		1	Scheduled Transfe
Collabria Credit	Cards Primary Card	MyCardinfo	I Balance	Scheduled Transfo You currently do not ha

#### STEP 2

You can filter and sort through the transaction history with the following options:

- **VIEW DETAILS FOR** Select an option from the drop-down menu to see transactions occurring within specific months and select **GO**.
- **DATE RANGE** Select **FROM** and **TO** dates to view transactions within that date rang and select **GO**.



For more information about Digital Banking, including tips and how-to's, visit **PenFinancial.com/DigitalBanking** 

Be sure to also follow us on social media for news and updates:



f 🕑 🖸 @PenFinancial

v.20231201.0001