

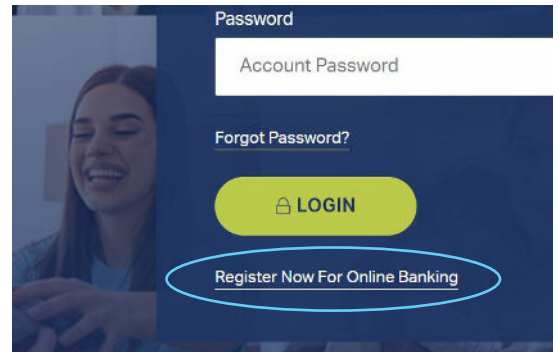
## A step-by-step guide to register for online banking and set up bank to bank transfers

In an ideal world, all of your bank accounts, investments and loans would be in one place. There are various reasons you may have accounts with multiple financial institutions, and we understand that. Wherever your money is, we want it to be simple for you to access it. Bank to bank transfers make it easy to move money or pay loans to or from an account at another financial institution.

### Register for Online Banking

#### Step 1

Go to [parknationalbank.com](https://parknationalbank.com). On the right side of the website, within the blue login box, click **Register Now for Online Banking**.



#### Step 2

Review the terms and conditions and then click the checkbox stating you agree. Then click "I accept the terms of this agreement."

#### Step 3

On the Registration page, please enter the following information:

- First and last name
- Account number
- Email address
- Date of birth
- Social security number
- Mobile phone number

Click **Submit**.

#### Step 4

You will be taken to an Identity Verification screen. You will be prompted to request a confirmation code be sent to a phone number we have on file for you. You can request your code as a SMS message or an automated call.

If you do not see a number you have access to, choose the option "I can't be reached at any of these numbers" to be prompted with a series of security questions from your credit information or public records. We also recommend contacting us to make sure we have your up-to-date phone numbers on file.

#### Step 5

Once you enter the code, you will be prompted to enter your **User ID** and **password** that you will use for all future logins to the system. Then click **submit**.

#### Step 6

Then you will be prompted to select and answer three security questions.

## Step 7

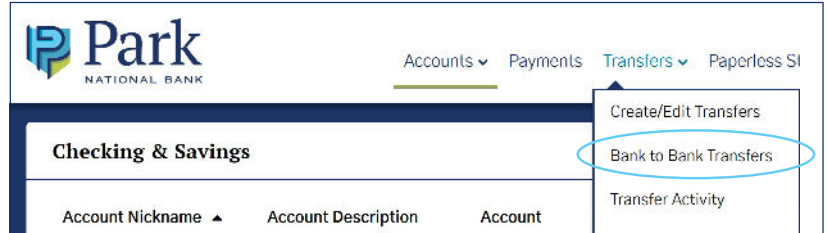
Choose if you want to remember the device you are using.

**You're now ready to use online banking!**

## Bank to Bank Transfer

### Step 1

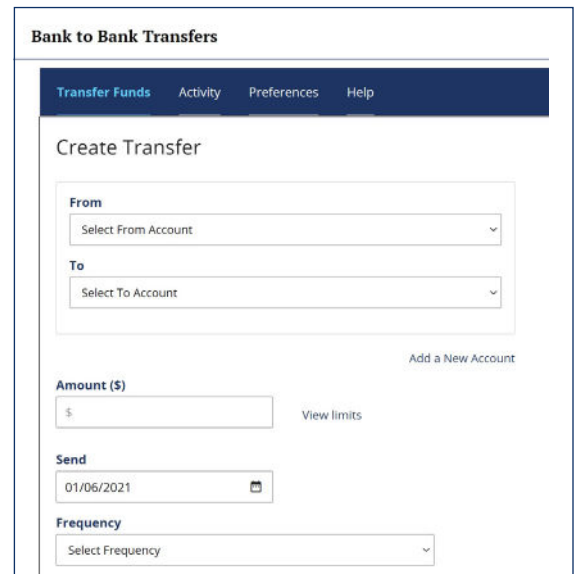
From the top menu, click **Transfers** and select **Bank to Bank Transfers**.



### Step 2

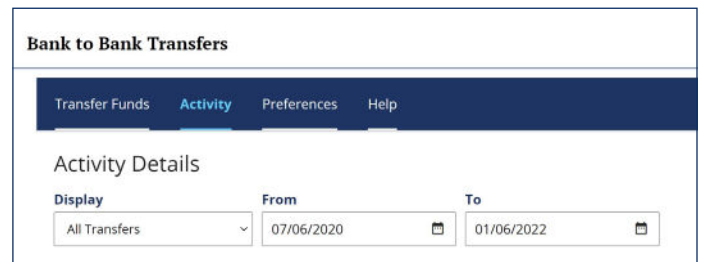
From the **Transfer Funds** menu, select the From and To account, enter the Amount, choose a Send date and Frequency, then click Review. A new screen will show the details you provided to create your transfer. Please review it carefully and click Confirm if everything is accurate. To make changes, click Edit.

*Don't see your account listed?* Click **Add a New Account** and follow the instructions on the next page to get set up.



### Step 3

To see completed or scheduled transfers, click **Activity** in the menu. Select the type of transfer information you want to see, then choose your date range. Your details will automatically display.



## Adding a new account

The first time you want to transfer to or from an account at another financial institution, you'll need to add the new account. Once we verify your ownership, the account stays in your list and you won't have to repeat this process for future transfers.

Click **Add a New Account** from the **Transfer Funds** menu. We'll ask you to provide the following details:

- **Deposit account:** Select your **Account Type** from the menu, enter the requested details, then click Next.
- **Investment account:** Select brokerage from the **Account Type** menu, choose a supported firm from the **Brokerage Account** menu, enter the requested details, and click Next.

After adding an external account, the next step is to verify your ownership. Simply follow the on-screen prompts to choose how you want to verify your account.

In many cases, your bank account can be verified immediately, but based on your bank and your preferences, it may take a few days. If you're using bank to bank transfer to make a loan payment, we recommend starting the first-time setup process several days prior to your payment due date to ensure everything's running smoothly.

**TIP!** If you're approaching your payment due date and concerned about the verification timeframe, chat with us while you're logged into online banking or call us at **888-474-7275**. We can help you make an immediate payment and then help ensure you're set up for next month's transfer online.

## Modifying or deleting an account

To change or delete an account, click **Preferences** in the menu, then scroll to **My Other Accounts**. Find the account you want to modify and click the arrow to the right to see the available options.

## Have a question or need help using bank to bank transfers?

While you're logged into online banking, click **Chat** at the top of the screen to instantly connect with one of our customer care specialists.

Transfer Funds Activity Preferences Help

### Create Transfer

**From**  
Select From Account

**To**  
Select To Account

**Amount (\$)**  
\$ View limits

**Send**  
01/06/2021

**Frequency**  
Select Frequency

Add a New Account

### Bank to Bank Transfers

Transfer Funds Activity Preferences Help

My Other Accounts + Add Accounts