# Online Banking For Your Business

With Lakeland Credit Union

# Signing In

Lakeland Credit Union business members have access to online and mobile banking. Log in to your Lakeland Credit Union online banking or mobile app and select your business profile to access your online business banking.

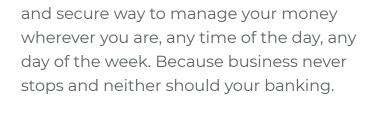
#### You'll need:

- your active Login ID or Member Card number (PAN)
- a valid cell number or personal email address

#### Accounts

The Accounts tab in online and mobile banking allows you to quickly and securely view and manage your money. From this tab you can:

- View all your account details, transactions and eStatements
- $\cdot$  Create shortcuts for your favourite transactions
- Name your accounts
- $\cdot$  Select a primary account for transactions
- $\cdot\,$  Hide accounts from view or change the order
- Put stop payments on cheques (not available on app)



Online business banking is an easy, quick



### Payments

Pay bills, view scheduled payments and manage payees in just a few clicks. From this tab you can:

- Make instant bill payments or set up recurring payments
- Pay business taxes, GST, Corporation
  Tax as well payroll and source
  deduction (not available on the app)
- View your scheduled payments
- Delete scheduled payments
- · Add, edit or delete bill payees

# Transfers

Money transfers and Interac e-Transfers® are simple to set up. From this tab you can:

- Transfer funds between your Lakeland Credit Union accounts or to another Lakeland Credit Union member
- Set your transfers to immediate, scheduled or recurring
- View scheduled transfers
- $\cdot$  Send money via Interac e-Transfer®
- Add, edit or delete Interac e-Transfer®
  contacts
- View pending and completed Interac e-Transfers®
- Set up autodeposit to receive Interac e-Transfers<sup>®</sup> without the need to respond to a security question

П

The enhanced features of our new online and mobile banking app allow you to customize your experience to help manage your money more conveniently. Here are some of those features:

Alerts	Password
Set up account or security alerts for	Update your password
things like a low balance, account	(increase your security by
withdrawals, logins, etc.	updating often)
<b>Contact details</b>	Profile details
Easily update your address, phone	Add a profile picture or
number or email	background image
Statement preferences Choose paper or electronic statements	Widgets Add favourite transactions and account balances to the sign in screen widget (available only on the app)
<b>Biometric authentication</b>	Messages
Set up fingerprint and/or facial	Click the envelope icon to see your
recognition to log in (available only	received, sent and archived messages

from Lakeland Credit Union

## **Business Services**

Manage your business account better with these features:

· See pending transactions that require approval, as well as cancelled or expired transactions

on the app)

- · Create transactions that require additional approval these transactions will expire if not approved within seven days
- · Add and manage delegates (available only with online banking)
- Consolidate profiles if you have more than one online banking login with Lakeland Credit Union to consolidate a profile you must be a signer on the business account

#### Help!

We're here for you! We've created an information portal called 'Help Centre' at **lakelandcreditunion.com** to help walk you through how to prepare and Q&A's. If you need further assistance, our team is happy to connect with you.

Email: admin@lakelandcreditunion.com Bonnyville: 780.826.3377 Cold Lake: 780.594.4011