

## How to Open a Glass City FCU Account Online (for new Glass City members)

### To open a Glass City account:

The first screen outlines what you need in order to open an account. Make sure you have all the required items ready.

Click **“Get Started”**

### What you need to open an account



#### Social Security Number or Tax ID

U.S. Federal law requires financial institutions to obtain, verify, and record information that identifies each person



#### Drivers License or Passport

For your identity protection, we require a photo of your drivers license as well as a photo of yourself to verify you are a real person



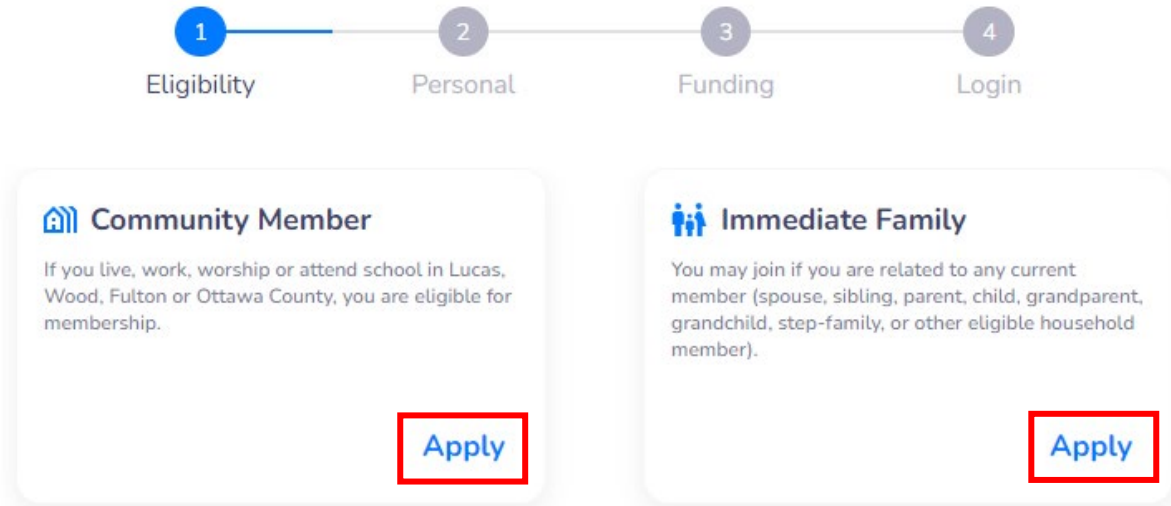
#### \$25 Deposit

Please be prepared to fund your new account online with a minimum deposit of at least \$25.



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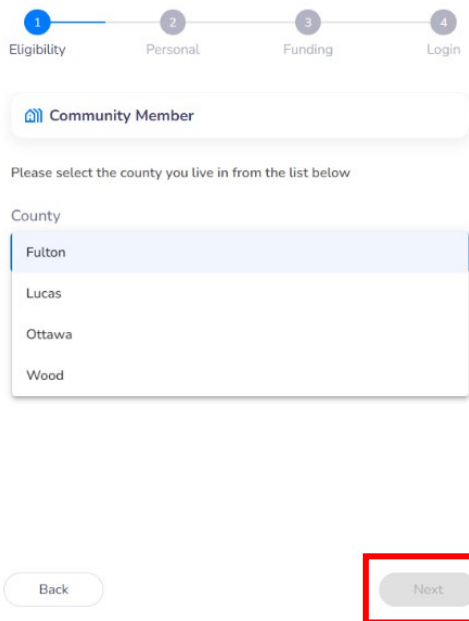
Review the membership eligibility requirements within each tile and click **“Apply”** on the tile that applies to you.



If you selected the “Community Member” tile:

Select the county you live, work, worship, or attend school in from the drop-down menu.

Click **“Next”**



1 Eligibility      2 Personal      3 Funding      4 Login

**Community Member**

Please select the county you live in from the list below

County

- Fulton
- Lucas
- Ottawa
- Wood

Back      **Next**

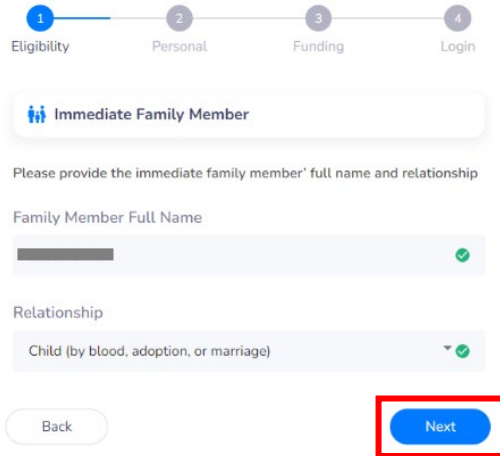
## How to Open a Glass City FCU Account Online (for new Glass City members)

If you selected the “Immediate Family” tile:

Enter the full name of your family member that has a Glass City FCU account.

Select the relationship of the family member from the drop-down menu.

Click “Next”

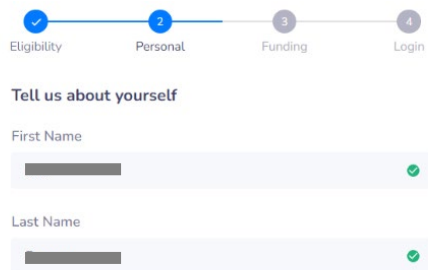


The screenshot shows a progress bar with four steps: Eligibility (1), Personal (2), Funding (3), and Login (4). Step 1 is active. Below the progress bar, there is a section titled "Immediate Family Member" with a family icon. A sub-header reads "Please provide the immediate family member' full name and relationship". There are two input fields: "Family Member Full Name" and "Relationship". The "Relationship" field is a dropdown menu currently set to "Child (by blood, adoption, or marriage)". At the bottom, there are two buttons: "Back" and "Next". The "Next" button is highlighted with a red rectangle.

Enter your contact information in the designated fields.

Please note: You must enter a valid email address and phone number. Confirmation notifications will be sent to each.

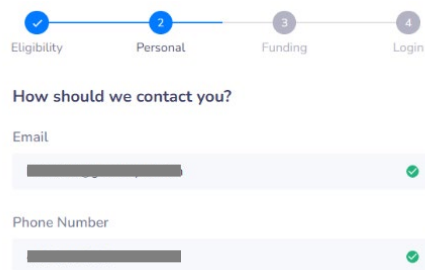
Click “Next”



The screenshot shows a progress bar with four steps: Eligibility (1), Personal (2), Funding (3), and Login (4). Step 2 is active. Below the progress bar, there is a section titled "Tell us about yourself". There are two input fields: "First Name" and "Last Name".

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Next



The screenshot shows a progress bar with four steps: Eligibility (1), Personal (2), Funding (3), and Login (4). Step 3 is active. Below the progress bar, there is a section titled "How should we contact you?". There are two input fields: "Email" and "Phone Number".

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Next

## How to Open a Glass City FCU Account Online (for new Glass City members)

Click on the Membership Account Disclosures, Fee Schedule, and Savings Rates and review.

Select the open circle to agree to the terms.

Click **“Next”**

### Terms and Disclosures



I, [REDACTED], have received, read and agree to the following:

- [Membership Account Disclosures](#)
- [Fee Schedule](#)
- [Savings Rates](#)

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Next

Enter your Date of Birth and Social Security Number in the designated fields.


Click **“Next”**

### Identity Verification

Date of Birth

Social Security Number

**Why do we need your Social Security Number?**

U.S. Federal law requires financial institutions to obtain, verify, and record information that identifies each person

**How do we keep your Social Security Number safe?**

We use 256-bit encryption to keep your personal information and identity safe

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## How to Open a Glass City FCU Account Online (for new Glass City members)

You must then continue the application on your mobile phone in order to confirm your identity. You can either receive and click on the confirmation link via text message to the phone number that you provided (*this will happen automatically*) or, if that option does not work, you can scan the QR code provided with your phone's camera in order to continue your application.



Verify your identity

### Continue on your phone

Here's how you do it:

#### Option 1: Link sent via SMS

Send text message to



#### Option 2: Scan QR code

Scan the QR Code below on your mobile device if you previously entered a home phone number



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Once you have opened the link (via text message or by scanning the QR code), you must follow several prompts.

First, review and agree to the Terms and Conditions and select **"I Agree"**

Then select **"Start Verification"** and you will be prompted to select a Government-Issued ID that you will use to verify your identity.

## How to Open a Glass City FCU Account Online (for new Glass City members)

Follow the prompts to take a picture of the front and back of the required identification.

Then, take a photo of your face and once satisfied with the image, select **"Yes, confirm"**

If not successful, you may have to re-upload your Government-Issued ID or the photo of yourself.

If successful, you will receive a message that states, "Your verification has been uploaded!"

You may now proceed with opening your account.

Next, there will be a message asking you to verify your email address.

If time has lapsed, you can resend the email by selecting **"Resend Email"**



### Verify Email Address

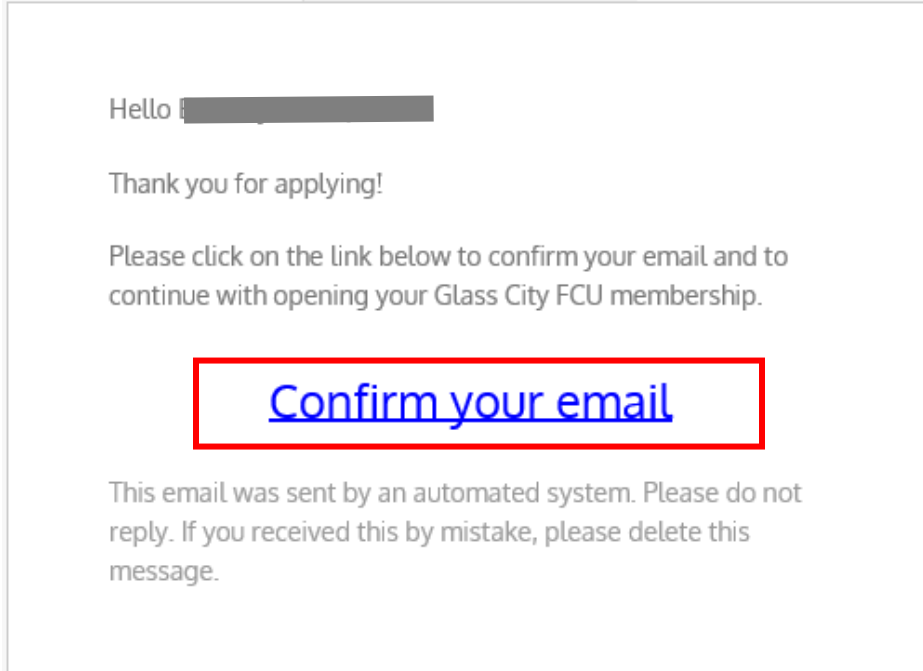
We sent you an email with a confirmation link to [redacted]. Please open your email and click the confirmation link.

If you did not receive the email, check your spam folder or contact us.

Resend Email

## How to Open a Glass City FCU Account Online (for new Glass City members)

Open the email from Glass City and select “Confirm your Email”



You will then be prompted to provide funding to your new account.

Please note: The minimum dollar amount to fund the account is \$25, the maximum dollar amount is \$50.

Enter the dollar amount you would like to deposit and click “Next”


A card information field will appear, follow the prompts to enter your card information and click “Confirm Payment”

Once your payment has been confirmed, click “Next”

### Funding Amount

How much would you like to deposit now?

You're almost done! A minimum \$25 (maximum of \$50) deposit is required to open your new account. You can add more funds later.

USD - United States dollar

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## How to Open a Glass City FCU Account Online (for new Glass City members)

You will then be prompted to create a username and password for your Home and Mobile Banking account. *(Please follow the specifications as listed.)*

If you would like to receive your account statements and notices digitally, click the circle next to **“Yes, Let’s Save Some Trees”**

If you would like to receive your account statements and notices through the mail, click the circle next to **“No, Send me Paper”**

*Please note: If you select this option, you will be assessed a monthly paper statement fee of \$1.*

Click **“Next”**

### Create your online account

Username

Password

- Must be at least 8 characters
- Must contain at least 1 number
- Must contain at least 1 letter capital case
- Must contain at least 1 letter in small case
- Must contain at least 1 special character

Sign up for statements and notices?

Yes, Let’s Save Some Trees

No, Send me Paper

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## How to Open a Glass City FCU Account Online *(for new Glass City members)*

Once you have successfully created a username and password, you will receive the message “Welcome to Glass City FCU.”

Click “**Login to Online Banking**” to log in to your account.



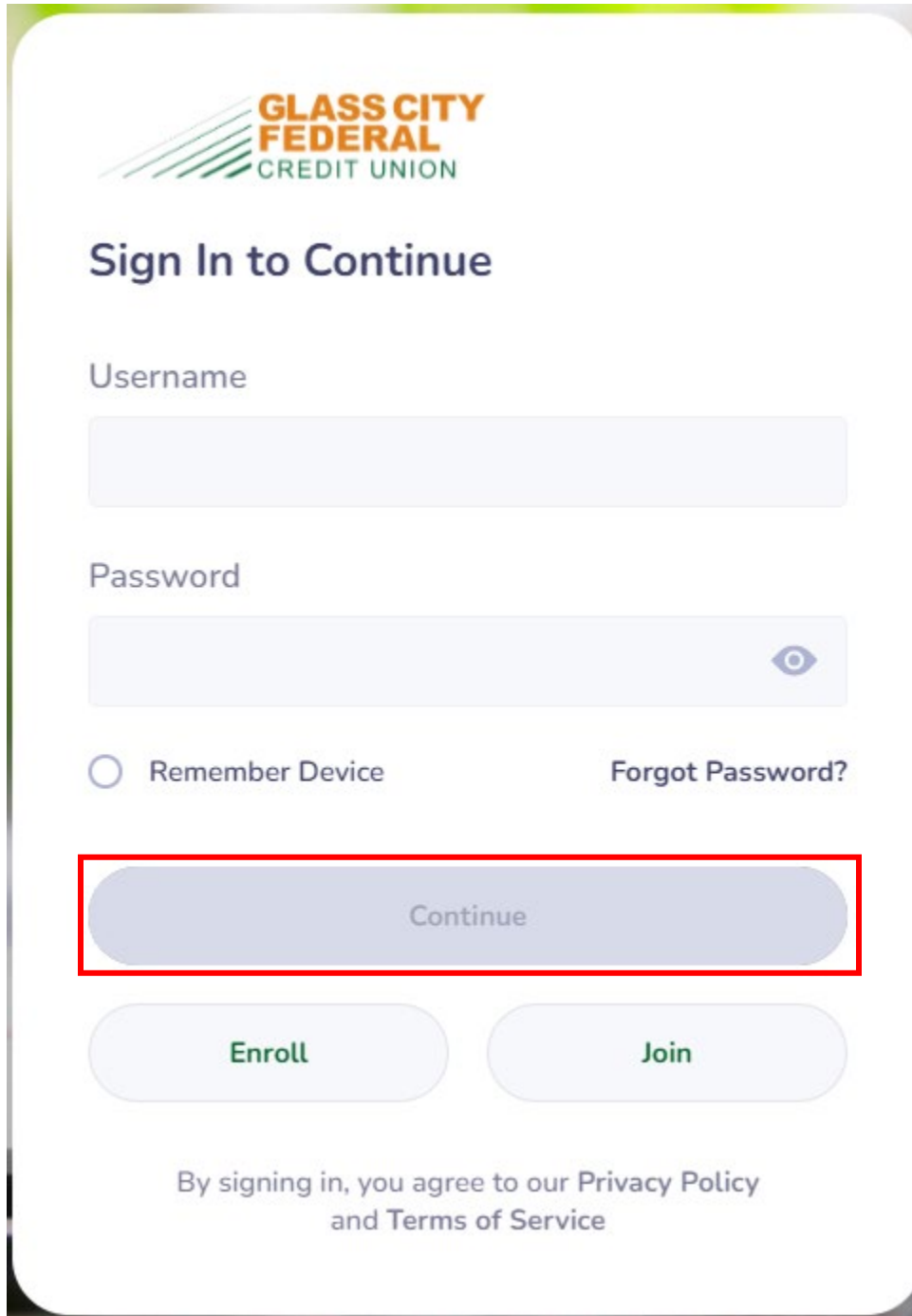
**Welcome to Glass City FCU!**


[Log In to Online Banking](#)

## How to Open a Glass City FCU Account Online (for new Glass City members)

### Home & Mobile Banking Login:

Enter the Username and Password you just created and click “Continue” to log in to your account.





### Sign In to Continue

Username

Password

Remember Device [Forgot Password?](#)

**Continue**

**Enroll** **Join**

By signing in, you agree to our [Privacy Policy](#) and [Terms of Service](#)