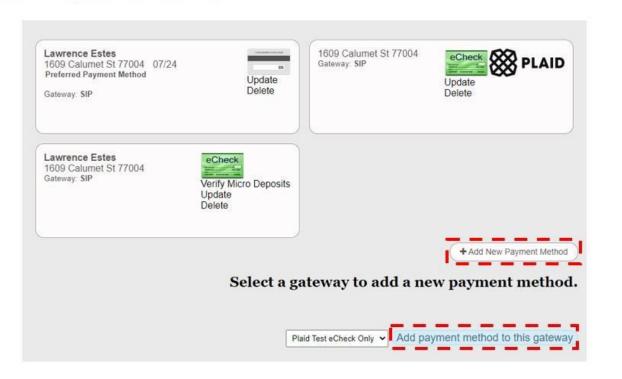


# How to Add a New Bank Account - Online Banking Option (PLAID)

- After logging in to your VBS Shulcloud account, click on "My Payment Methods" menu option within your account
- Click on "Add New Payment Method" then click on "Add payment method to this gateway"

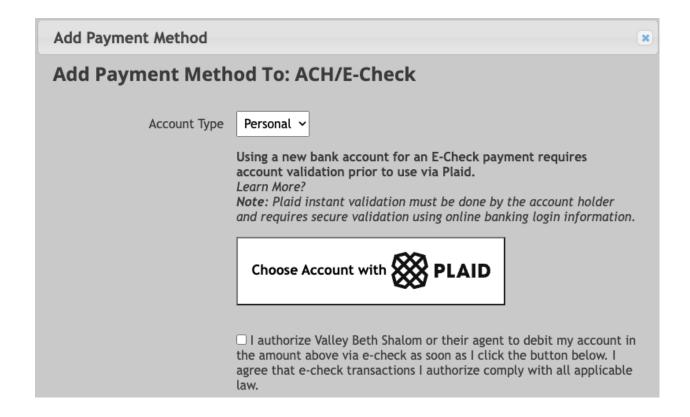


## **Saved Payment Methods**





Click on "Choose Account with PLAID" and click on "Continue"









# Easily and safely add your eCheck account via Plaid

# Secure

Transfer of your information is encrypted end-to-end

### Private

Your credentials will never be made accessible to ShulCloud

By selecting "Continue" you agree to the <u>Plaid</u> End User Privacy Policy



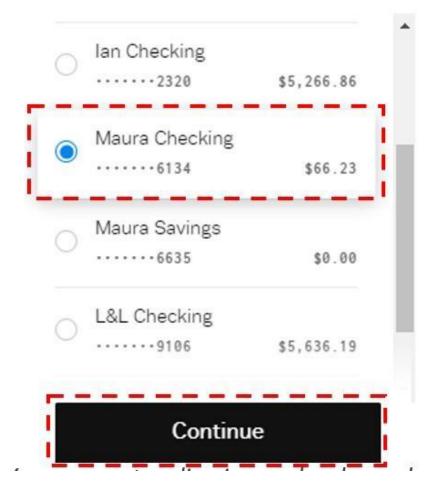
- Enter bank name in the Search bar/Enter bank login ID & Password/Click "Submit" NOTE: Screen updates with "Sending credentials" message
- Select desired account by clicking button to left of the account then clicking "Continue"

NOTE: Below "Account Type" the message "Your account ending in xxxx has been chosen." Appears



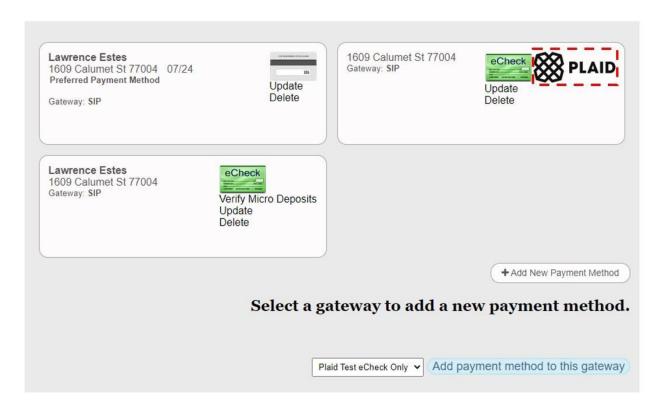






- Complete the name and address details
- Click "Save Payment Method"
- Credit Cards screen is refreshed with new saved payment methods. Accounts validated via Plaid have the Plaid logo and name w/in the saved payment method box







#### How to Add a New Bank Account - Manual Option (Without Using Online Banking)

If your bank is not visible or you do not elect to use the Plaid process, you will have the option to add the payment method manually by clicking on "Didn't see your bank in Plaid?". This will present the traditional screen to manually add your banking information and validate via Micro Deposits.

