

# **brella** CARDHOLDER QUICK GUIDE

For users with turn card off/on feature.



# **ENROLL**

- Download Brella for free from the Apple App Store or Google Play
- Select Register
- Enter your debit card number
- Review and accept product terms and conditions
- Proceed with the Card Verification process and complete the User Profile information
- Activate the account via email activation link



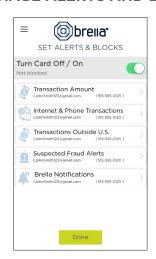
# **LOGGING IN**

- Enter your username and password, or enable fingerprint access
- See your balances without logging in by tapping Quick Balance

# MANAGE ALERTS AND BLOCKS











- Select a card from Cards & Accounts screen
- Tap Set Alerts & Blocks on the Card Actions screen

There are several options for alerts — tap on each to determine your alert delivery settings and configure the app to best fit your needs.

Turn Card Off/On – turn your card off and on using the slider button

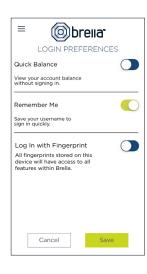
# Here you can set blocks for:

- Transactions over a certain amount
- Internet and phone transactions
- Transactions outside of the U.S.

# Choose how you want to receive alerts.

- Set alerts to send to your email and/or via text message (confirmation of the mobile number is required the first time text message alerts are enabled and standard text messaging fees may apply)
- Text messaging is an optional feature that needs to be enabled by your financial institution







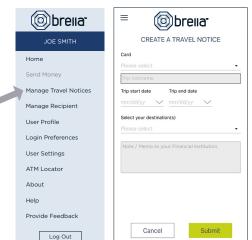
#### **USER PREFERENCES**

- > Tap **User Profile** on the Menu screen to manage your personal information
- Tap Login Preferences on the Menu screen to enable Quick Balance, Remember Me and fingerprint access
- > Tap **User Settings** on the Menu screen to change your password, add/delete a card or select a Receive Card
  - Tap Select Receive Card to choose a card to receive money from other users
  - > The money bag icon indicates your selected receive card



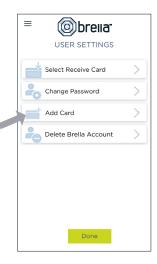
# ATM LOCATOR

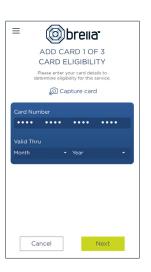
- Tap ATM Locator on the Sign In or Menu screen to find the nearest ATM
- ➤ If GPS Location Services is enabled, the locator will pinpoint your location
- > Tap **Search** icon to find a location



# **SUBMIT TRAVEL NOTICE**

- Tap Manage Travel Notices on the Menu screen
- Select a card and provide your travel details





# **ADDING A CARD**

- Tap **Add Card** from the Cards & Accounts or User Settings screen
- Follow the same prompts to register the card
- Review and accept the terms and conditions and verify the card

**Note:** Passwords must contain at least one capital letter, one lowercase letter, one number, one special character (!, @, #, \$, %, &, or \*) and be 5 to 32 characters in length. You're required to change your password once a year.