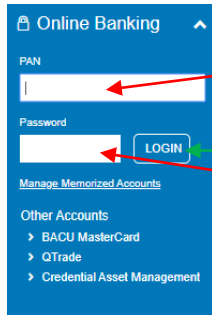


# EASY STEP BY STEP ONLINE BANKING LOGIN INSTRUCTIONS

## Step 1: Access BACU Online Banking Full Site version at [www.belgianalliancecu.mb.ca](http://www.belgianalliancecu.mb.ca)

\* If you see the blue drop-down Online Banking log-in box you are on the Full Site version. ✓  
If not, then scroll to bottom of screen and select "Full Site". You will need the Full Site to accept the Direct Services Agreement (Step 3) \*

## Step 2:



Enter your 19-Digit Personal Access Number (PAN), located on the front of your current BACU MemberCard into the PAN field

Enter your 8-digit **DEFAULT** Password - last 4 digits of your PAN and the 4 digits of the cardholders' year of birth into the Password field.

Click the "LOGIN" box and you will be taken to the Services Agreement

## Step 3:

Login - Access Agreement

[Online Banking Help](#)

Direct Services Agreement

After reviewing the Direct Services Agreement, scroll all the way to the bottom to accept the Terms & Conditions by entering your **DEFAULT** password - last 4 digits of your PAN and the 4 digits of the cardholders' year of birth and clicking "I Agree"

I have read, understood and agree to be bound by this Agreement.

Password

[I do not Agree](#)

## Step 4:

Once you have accepted the Direct Services Agreement you now need to select a new secure password.

Change password

To change your password, enter your current password; then enter your New Password and verify it by entering it again. Click on Help for further information.

Current password

New password

Verify New password

[Cancel](#)

1. Enter **DEFAULT** password in the Current password field

2. Choose and enter a **NEW** secure password

→ **Must be between 8-30 characters**

→ **Must contain numbers & letters**

→ **Must have at least 1 upper case letter & 1 lower case letter.**

3. Re-enter **NEW** password to verify and click "Submit"

\***Special characters are accepted but not required.**

## Step 5:

Select New Personal Verification Questions

and enter Answers. Verify that they are correct.

**Your New Log in and Password should now be Complete ✓**

**\*NOTE: IF YOU WERE NOT SUCCESSFUL AFTER 2 ATTEMPTS AT THIS PROCESS PLEASE REVIEW ONLINE BANKING LOGIN TROUBLESHOOTING. IF THIS DOES NOT HELP, PLEASE CALL THE BRANCH FOR ASSISTANCE.**