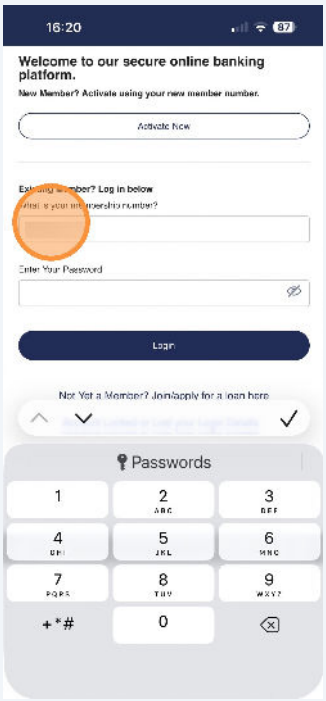
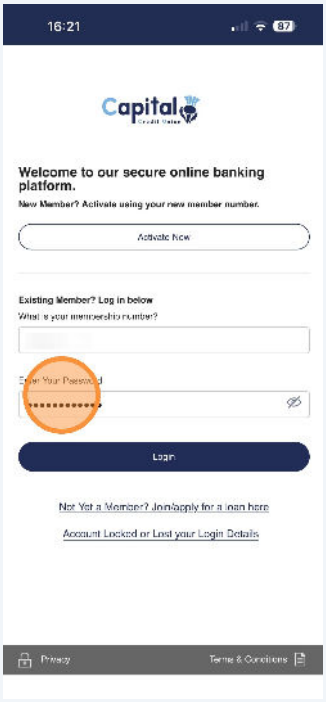
Setting Up a New Payroll on Mobile App

1 Open Capital Credit Union Mobile App

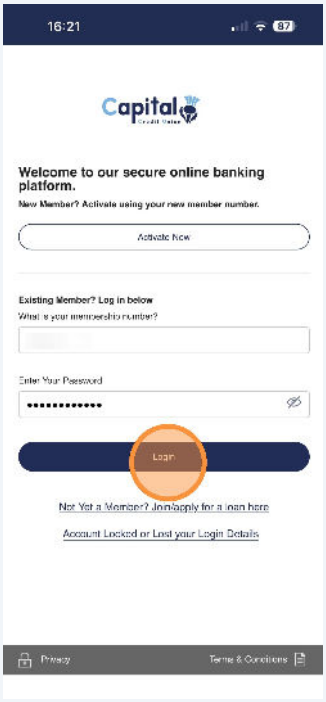
2 Input your Member Number.



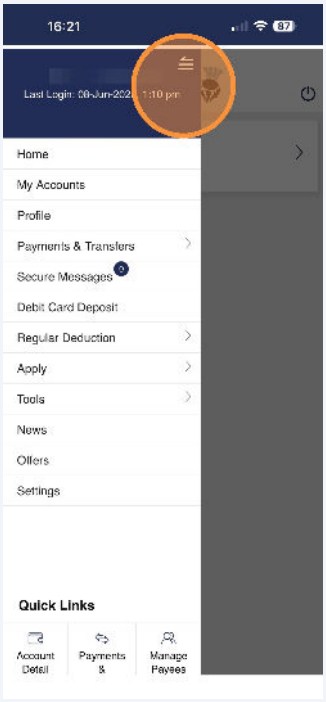
3 Input Password.



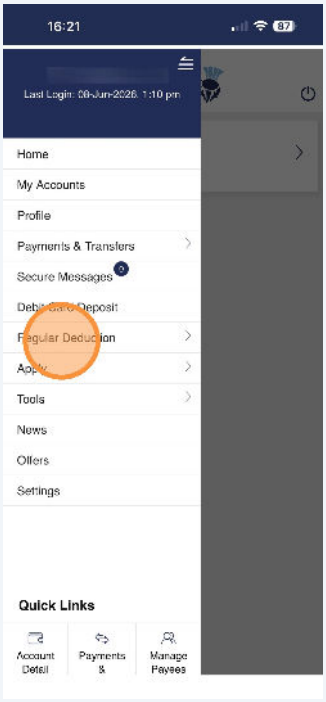
4 Click Login



5 Select the menu on the top left hand side.



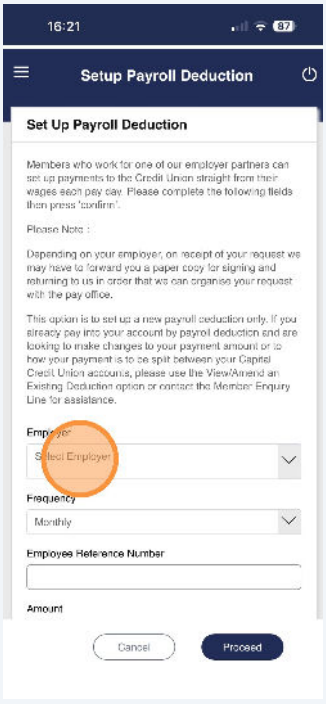
6 Click Regular Deduction.



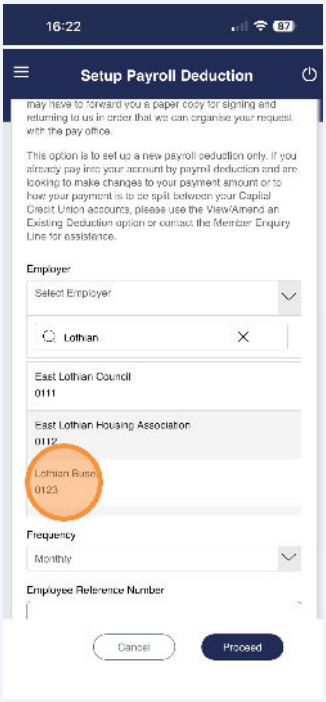
7 Click Setup Payroll Deduction.



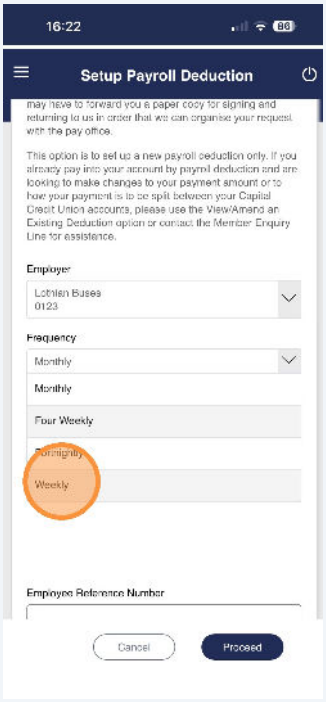
8 Click Employer Dropdown Box.



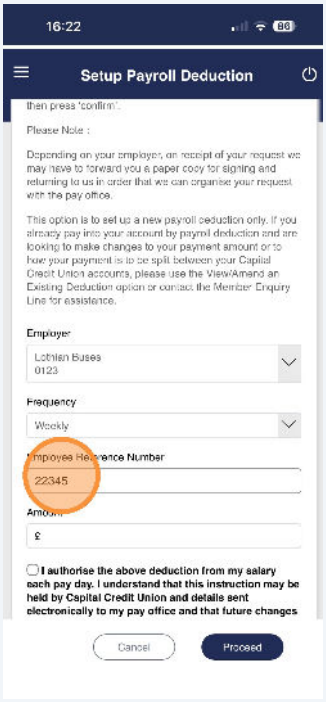
9 Select the Employer you would like your payroll deduction to come from.



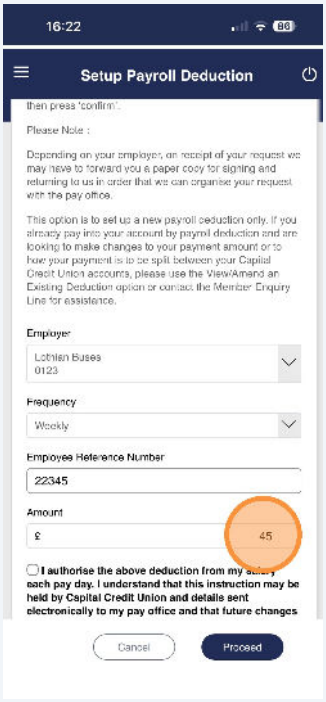
10 Select the frequency that you are paid.



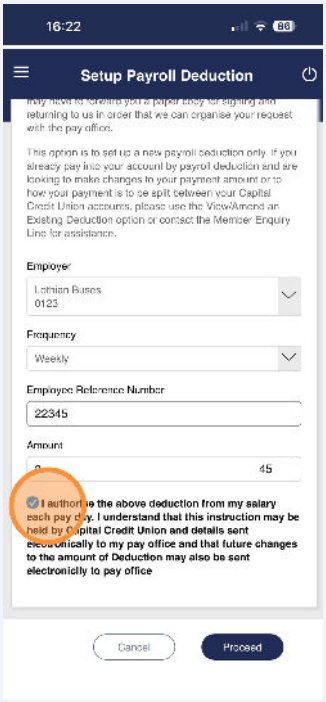
11 Input your Payroll Number (this will be on your payslip)



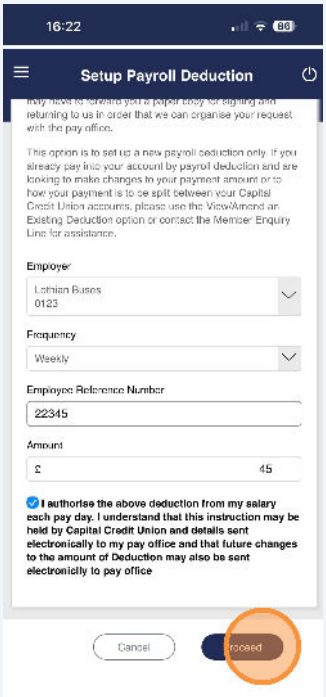
12 Input the amount you wish to save (have deducted from your salary)



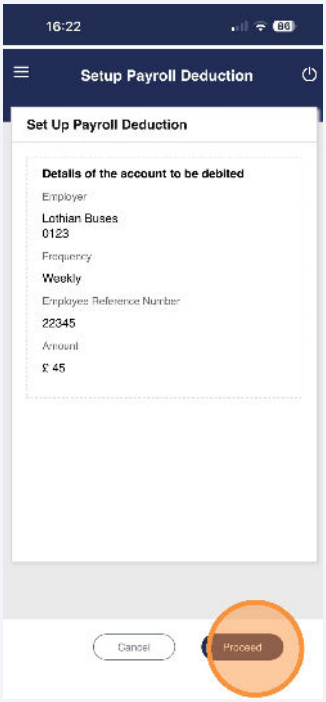
13 Read the declaration and click on it if you agree.



14 Click Proceed.



15 Click Proceed.



16 Your request will now be sent to a member of our team to set this up for you and then send the request to your employer to commence the deductions at the earliest opportunity.

