

# Logging into Salal's New Mobile and Online Business Banking for the First Time

Instructions for Basic Business Members **Already Enrolled** in Mobile and Online Banking

## **Before you begin**

Please note that when logging into the new platform for the first time, the business owner will need to be the first person from your business to login in order to accept the Business Online Banking Terms & Conditions. Otherwise, the business owner will need to contact their account manager and sign the Cash Management Services Agreement designating an administrator for their online banking. The Business Online Banking Terms & Conditions can be reviewed at [SalalCU.org](http://SalalCU.org).

*Please note that the first time you log into the new platform you will need to do so from a **computer**. You currently **cannot register from a mobile device**. After you have logged in for the first time you can download the new mobile app in your app store.*

## **Step 1: Enter your current username**

Find the Online Banking login near the upper right corner of the [SalalCU.org](http://SalalCU.org) homepage. If your business is already registered for Mobile and Online Business Banking, enter the username you previously used to log in to (you do not need to change your username). Then tap or click the arrow button.

To enroll in Mobile and Online Business Banking for the first time, instructions can be found on our [FAQ page](#).

The image is a screenshot of the Salal Credit Union website. At the top left is the Salal Credit Union logo. To the right of the logo is a navigation menu with links for 'Personal', 'Business', 'Home Loans', 'Investments', and 'Account Access'. Further right are links for 'News & Updates', 'Locations & Hours', and 'Contact Us'. A search bar is located to the right of the navigation menu. Below the navigation menu is a large banner image. The banner features a laptop on the left side with the Salal website interface visible on the screen. In the center of the banner, the text reads 'ALL NEW MOBILE AND ONLINE BANKING' and 'DISCOVER THE DIFFERENCE'. On the right side of the banner, there is a red-bordered box containing a login form. The form has the title 'Online Banking' and a sub-title 'SECURE LOGIN'. Below the title is a text input field labeled 'username' with a right-pointing arrow button. Underneath the input field are two links: 'Forgot Username?' and 'Enroll in Online/Mobile Banking'. At the bottom of the page, there are three promotional tiles: 'FREE HOMEBUYER', 'NEW MOBILE AND ONLINE', and '0% VISA BALANCE'. To the right of these tiles are two buttons: 'OPEN AN ACCOUNT' and 'APPLY FOR A LOAN', both with right-pointing arrows.

## Step 2: Enter your temporary password

Your temporary password is your six-digit Business Member number followed by your business's EIN/TIN number.

**IMPORTANT: DO NOT USE YOUR OLD ONLINE BANKING PASSWORD.**

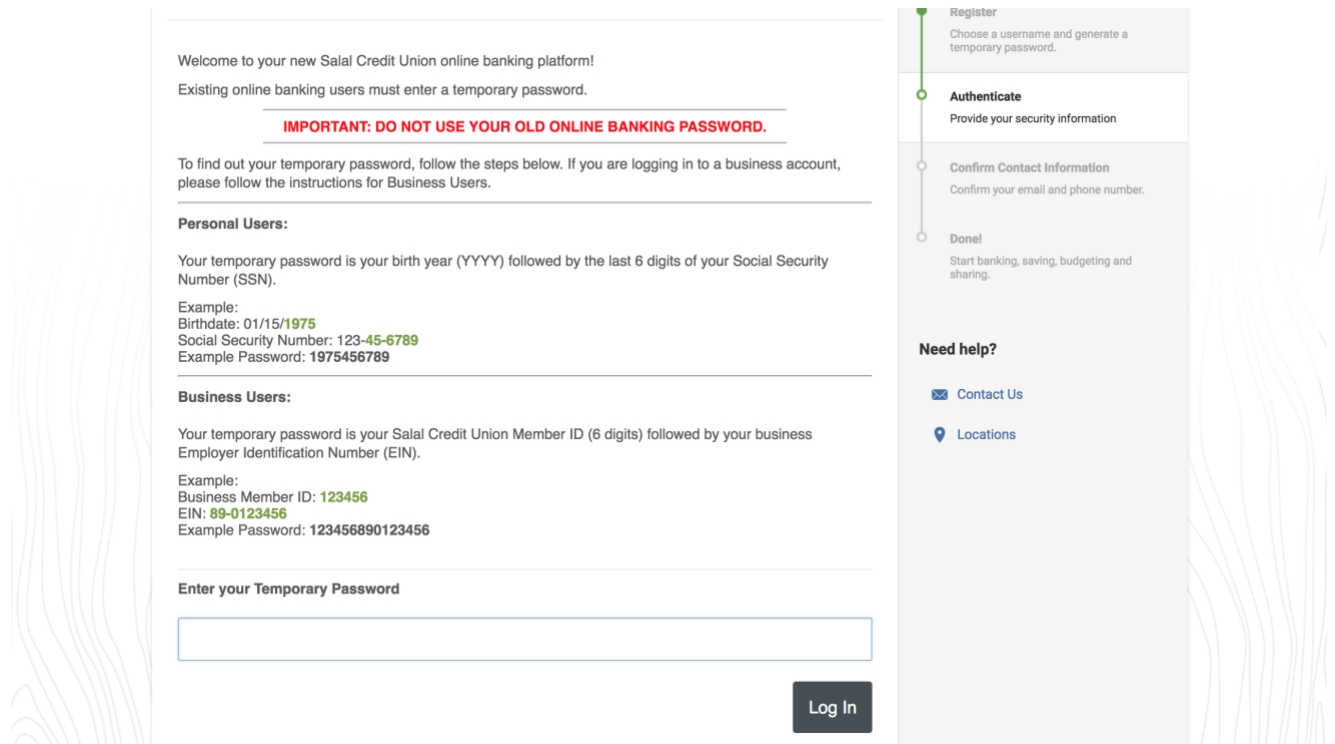
For example:

Six-Digit Business Member Number: 123456

EIN/TIN: 89-0123456

Your temporary password: 123456890123456 (no spaces)

Enter your temporary password, then tap or click the **Log In** button.



The screenshot shows a two-column layout. The left column contains the main registration instructions, and the right column shows a progress indicator and help links.

**Left Column Content:**

- Welcome to your new Salal Credit Union online banking platform!
- Existing online banking users must enter a temporary password.
- IMPORTANT: DO NOT USE YOUR OLD ONLINE BANKING PASSWORD.**
- To find out your temporary password, follow the steps below. If you are logging in to a business account, please follow the instructions for Business Users.
- Personal Users:**  
Your temporary password is your birth year (YYYY) followed by the last 6 digits of your Social Security Number (SSN).  
Example:  
Birthdate: 01/15/1975  
Social Security Number: 123-45-6789  
Example Password: 1975456789
- Business Users:**  
Your temporary password is your Salal Credit Union Member ID (6 digits) followed by your business Employer Identification Number (EIN).  
Example:  
Business Member ID: 123456  
EIN: 89-0123456  
Example Password: 123456890123456
- Enter your Temporary Password
- 
- Log In** button

**Right Column Content:**

- Register**  
Choose a username and generate a temporary password.
- Authenticate**  
Provide your security information
- Confirm Contact Information  
Confirm your email and phone number.
- Done!  
Start banking, saving, budgeting and sharing.
- Need help?**
  - [Contact Us](#)
  - [Locations](#)

### Step 3: Create a new password

Your new password must be at least eight characters in length and contain at least one (1) of each of the following:

- One lowercase letter
- One uppercase letter
- One number
- One special character such as: @ \$ \* \_ - = . ! ~

Then tap or click the **Continue** button.

## Log In to Online Banking

### Password Change

Please set a new password to continue with the registration process. Your password must have a minimum of eight (8) characters and include at least one (1) of each of the following:

- Uppercase letter
- Lowercase letter
- Number
- Special character (ex. !, ?, -, #)

If you are an existing user logging into the new Online Banking for the first time, you may use your current password if the above criteria is met.

**New Password**

 Strong

**Confirm Password**

**Continue**

#### Your Progress

- Confirm Your Identity**  
Verify you have an account and that you are the owner of the account.
- Register**  
Choose a username and generate a temporary password.
- Authenticate**  
Provide your security information
- Confirm Contact Information**  
Confirm your email and phone number.
- Done!**  
Start banking, saving, budgeting and sharing.

#### Need help?

- [Contact Us](#)
- [Locations](#)

### Step 4: Choose security questions

Once you have set up your new password, you will be asked to choose your security questions. These questions are used to help verify your identity when you log in from an unfamiliar device. When you are finished selecting your questions, tap or click the **Continue** button.

Log In to Online Banking

**Your Progress**

- Confirm Your Identity  
Verify you have an account and that you are the owner of the account.
- Register  
Choose a username and generate a temporary password.
- Authenticate**  
Provide your security information
- Confirm Contact Information  
Confirm your email and phone number.
- Done!  
Start banking, saving, budgeting and sharing.

**Need help?**

- Contact Us
- Locations

Security Questions

Please select a question

Answer

Please select a question

Answer

Please select a question

Answer

### Step 5: Confirm your primary email and phone number

Next you will enter the primary email and phone number Salal currently has on file for your business. Then select your time zone and click **Continue**.

Log In to Online Banking

**Your Progress**

- Confirm Your Identity  
Verify you have an account and that you are the owner of the account.
- Register  
Choose a username and generate a temporary password.
- Authenticate  
Provide your security information
- Confirm Contact Information**  
Confirm your email and phone number.
- Done!  
Start banking, saving, budgeting and sharing.

Email

Phone Number Home

Time Zone

Cancel Continue

**Step 6: Get started with the Mobile and Online Business Banking Platform**

You can finish filling out your profile information, view your accounts and balances, or start customizing your new Mobile and Online Business Banking account.



**Log In to Online Banking**

**Get Started with Online Banking**

- Complete Profile**  
Add your photo and other personal info to your profile.
- View Accounts**  
View your accounts and balances.
- Customize Settings**  
Customize your online banking experience with your favorite theme.

**Your Progress**

- Confirm Your Identity**  
Verify you have an account and that you are the owner of the account.
- Register**  
Choose a username and generate a temporary password.
- Authenticate**  
Provide your security information.
- Confirm Contact Information**  
Confirm your email and phone number.
- Done!**  
Start banking, saving, budgeting and sharing.

**Need help?**

- [Contact Us](#)
- [Locations](#)

**Need Help?**

If you have any questions or need further assistance, feel free to contact your Salal Business Services team at 206.298.9398 or [BusinessServices@SalalCU.org](mailto:BusinessServices@SalalCU.org).