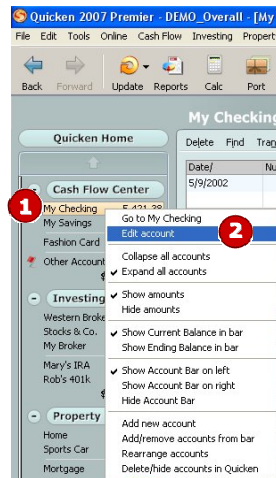


DEACTIVATE YOUR ACCOUNTS in Quicken Windows 2007-2008

1. Choose **Online** menu → **One Step Update**.
2. In the One Step Update Settings dialog, uncheck any boxes that are checked, and then click **Update Now**. If a software update is available, then you will be prompted to apply it now.
3. Once the update is complete, restart Quicken.
4. *Quicken banking customers*: right-click your first account from the list under **Cash Flow Center**.
5. Select **Edit account** from the pop-up menu. **Edit Account Number and Routing Number** as needed.

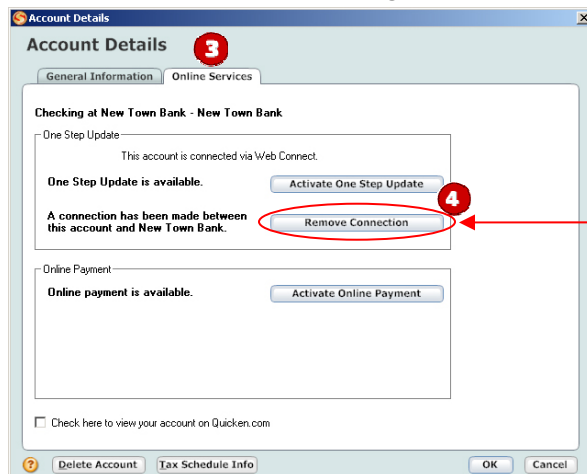
Banking Customers



Investing Customers



6. In the Account Details dialog, click the **Online Services** tab.



This button varies:

- If you manually download transactions, this button displays as **Remove Connection**.
- If you use One Step Update to automate downloading your transactions, this button displays as **Remove from One Step Update**.

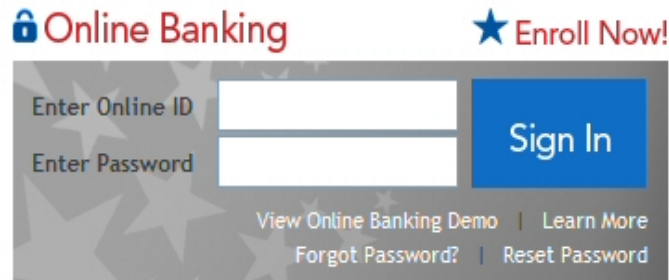
7. Click **Remove Connection** or **Remove from One Step Update** in the One Step Update area. Confirm the remaining prompts.
8. Click the **General Information** tab. In the Financial Institution field, type the name of your financial institution. **EDIT** any account information that is changing.

Click **OK** to close the Account Details dialog. Repeat steps **1** through **6** for each applicable account.

ACTIVATE YOUR ACCOUNTS

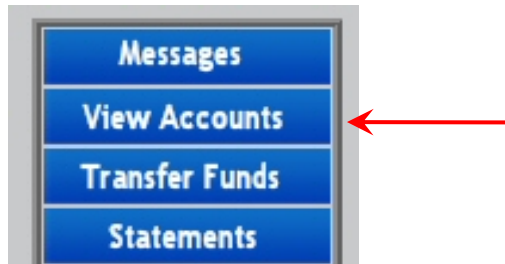
1. Login to Internet Banking at your Bank's web site.

Download to
Quicken

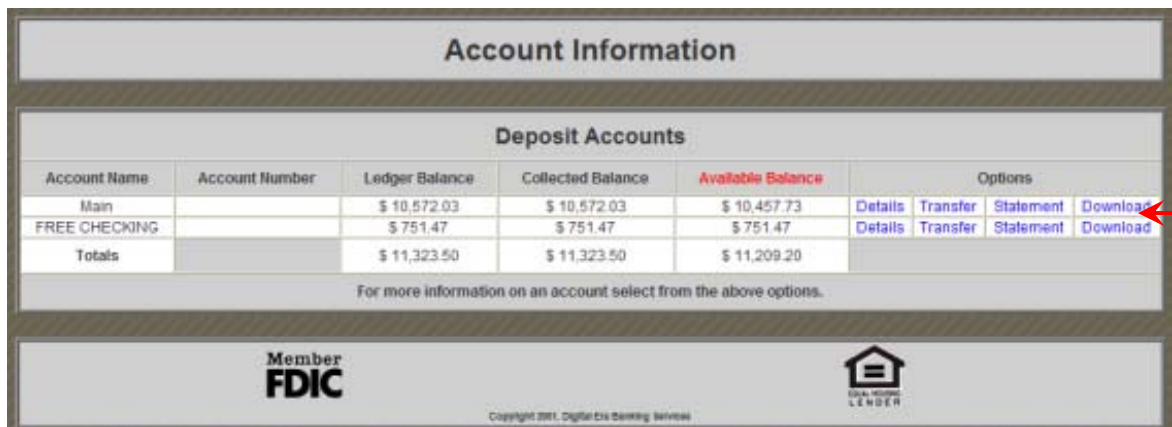


The screenshot shows the online banking login interface. At the top left is the text "Online Banking" with a lock icon. At the top right is "★ Enroll Now!". Below this are two input fields: "Enter Online ID" and "Enter Password". To the right of these fields is a blue "Sign In" button. At the bottom, there are links for "View Online Banking Demo", "Learn More", "Forgot Password?", and "Reset Password".

2. From the main menu select "View Accounts"



3. From the Account Information Screen click the "Download" button to the far right of the account you want to download.



The screenshot shows the "Account Information" screen. It features a table of "Deposit Accounts" with columns for Account Name, Account Number, Ledger Balance, Collected Balance, and Available Balance. The "Available Balance" column is highlighted in red. To the right of the table is an "Options" column with buttons for "Details", "Transfer", "Statement", and "Download". A red arrow points to the "Download" button for the "FREE CHECKING" account.

Account Name	Account Number	Ledger Balance	Collected Balance	Available Balance	Options			
Main		\$ 10,572.03	\$ 10,572.03	\$ 10,457.73	Details	Transfer	Statement	Download
FREE CHECKING		\$ 751.47	\$ 751.47	\$ 751.47	Details	Transfer	Statement	Download
Totals		\$ 11,323.50	\$ 11,323.50	\$ 11,209.20				

For more information on an account select from the above options.

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LENDER

4. On the Transaction Download screen, enter the appropriate query start date and end date. Also select the file type, Quicken/QuickBooks, from the dropdown box. Then click the "Submit" button.

Important: To avoid the possibility of creating duplicate records when downloading into Quicken, select a query start date that does not include records previously downloaded.



File Format

Start Date

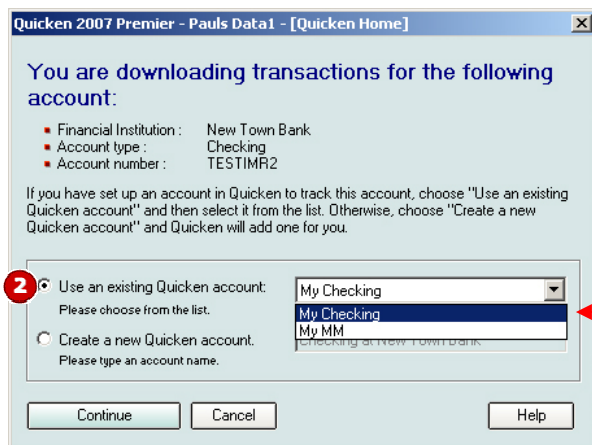
End Date

- From the next “Transaction Download” screen **LEFT CLICK** the Quicken link to download the file and launch Quicken.



Select Quicken

- Click the **Use an existing Quicken account** radio button. In the corresponding drop-down list, select the Quicken account.



Select your existing account here.

Repeat steps **1** through **6** for each account that you will use for online banking or investing.

THANK YOU FOR MAKING THESE IMPORTANT CHANGES!