

**WESTMARK CREDIT UNION – ONLINE LOAN PAYMENT SYSTEM **REGISTRATION** INSTRUCTIONS**  
**For Payments from a NON-Westmark Checking, Savings, or Credit/Debit Card**

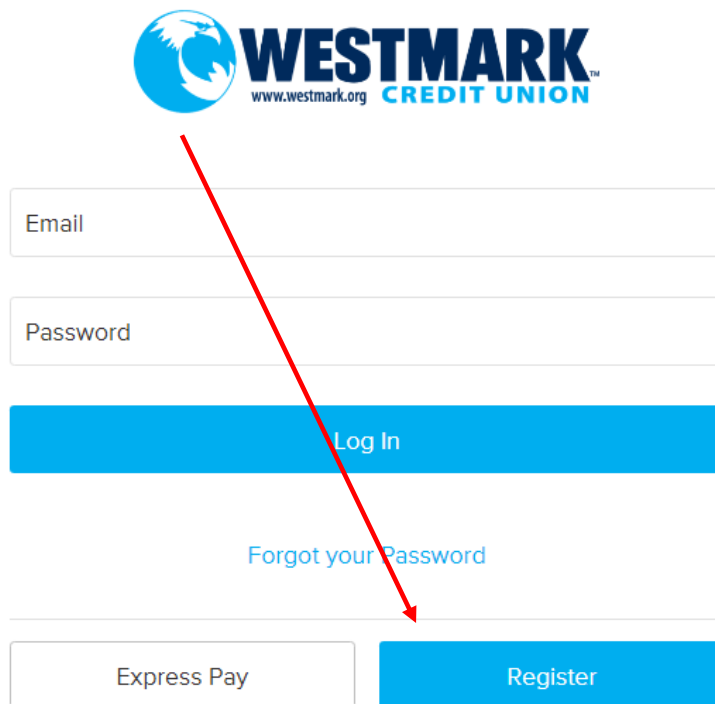
1. Navigate to our Online Loan Payment Center website at:


<https://www.westmark.org/online/loan-payment.shtml>

You can also access this page by scanning the following QR code:



2. Click on the blue “Register” button



 **WESTMARK**  
www.westmark.org CREDIT UNION

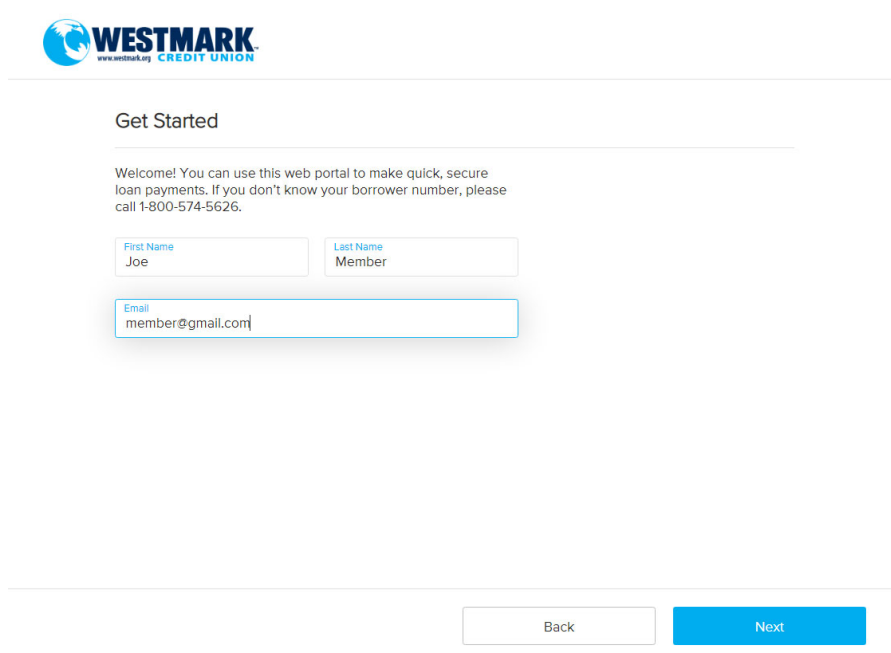
Email

Password

[Forgot your Password](#)

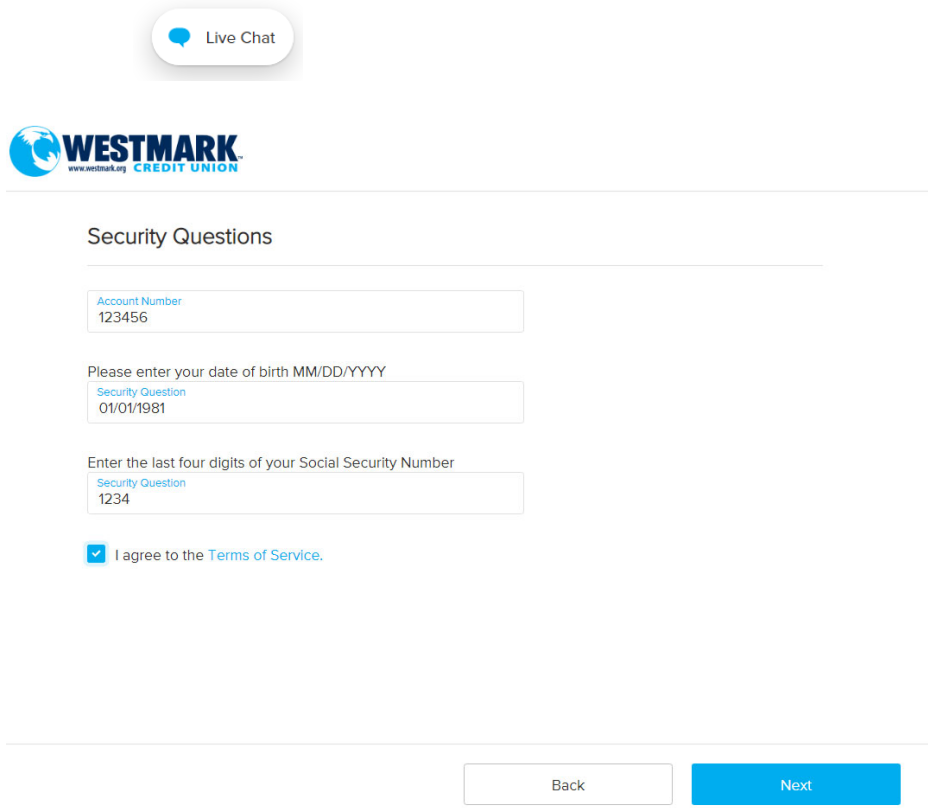
**Please note:** Do NOT click on Express Pay if you intend to Register for recurring payments. Express Pay will work for an immediate single-payment authorization without registering and a \$4.95 Convenience Fee applies. Should you wish for a **NO FEE** option through recurring payment set-up, continue following these instructions to Register and select “AutoPay.”

3. You will next be asked to enter your name and e-mail address. Please note that the name you enter **MUST MATCH** the primary name on your membership and loan account record at Westmark. The name of a spouse or joint owner/borrower will **NOT** work.



The screenshot shows the 'Get Started' page of the Westmark Credit Union web portal. At the top left is the Westmark Credit Union logo. Below the header, the text reads: 'Welcome! You can use this web portal to make quick, secure loan payments. If you don't know your borrower number, please call 1-800-574-5626.' There are three input fields: 'First Name' with the value 'Joe', 'Last Name' with the value 'Member', and 'Email' with the value 'member@gmail.com'. At the bottom right, there are two buttons: a light blue 'Back' button and a dark blue 'Next' button.

4. Next you must enter your Westmark account number, DOB, and last 4 digits of your Social Security Number. Note: If you do not know your Westmark account number, please call our contact center at 1-800-574-5626 or chat with a Member Solutions Representative using our Live Chat button in the bottom right hand corner of our web-page.



The screenshot shows the 'Security Questions' page of the Westmark Credit Union web portal. At the top left is the Westmark Credit Union logo. Below the header, the text reads: 'Please enter your date of birth MM/DD/YYYY'. There are three input fields: 'Account Number' with the value '123456', 'Security Question' with the value '01/01/1981', and 'Security Question' with the value '1234'. Below the input fields, there is a checkbox labeled 'I agree to the Terms of Service.' which is checked. At the bottom right, there are two buttons: a light blue 'Back' button and a dark blue 'Next' button.

5. Make sure you read our "Terms of Service" and click on the "I Agree" box.

6. Next you will be directed to create a password for your account. Please select a password meeting the security requirements indicated to help keep your account save and secure!



### Create a Password

New Password

\*\*\*\*\*

Confirm New Password

\*\*\*\*\*

Password must be at least 8 characters long, including an uppercase letter, special character, and a number.

Back

Next

7. Once you have finished with this, you will get a message indicating your online registration process is successful and complete as follows:



You're All Set!



Close

Continue

8. Next click on Continue and the Online Payment System will find Westmark loan payments eligible for online payment.

9. Once your loans eligible for payment are showing, you can either choose “**Setup AutoPay**” to make recurring monthly payments at **NO CHARGE** from your Checking or Savings account or you can select “**Pay Now**” to make a single authorized payment from Checking, Savings, Debit Card, or Credit Card with a \$4.95 convenience fee.

[Accounts & Loans](#)[History](#)[Profile](#)

### Select Your Account to Pay

Please select this option for RECURRING NO CHARGE payments via your Checking or Savings account at another Financial Institution!



Credit Card ending in 0032

Amount Due:  
\$10.00

Due Date: 10/27/2022

[Setup AutoPay](#)[Pay Now](#)

Vehicle Loan ending in 0058

Amount Due:  
\$764.00

Due Date: 10/15/2022

[Setup AutoPay](#)[Pay Now](#)

Please select this option for an IMMEDIATE payment from your Checking, Savings, or Credit/Debit Card. A \$4.95 Convenience Fee will apply.

10. **SETUP AutoPay Option:** When you click on the Setup AutoPay Button, it will take you through a process to validate the bank or credit union account you are paying from through Fincity. This is a secure process to make sure the correct account is selected. **The process will require you to enter your online credentials with the bank or credit union from which you will be paying as part of the security and verification process!**

#### Let's confirm your pay from account.



We use Fincity to validate your account and routing number information. On the next page, you will be able to select your financial institution and then log in using your credentials, where you will be able to select any account that you would like to make a payment from.

[Continue](#)

First... Hit  
“Continue”  
here.

Next... Enter the  
Bank or Credit  
Union from  
which you want  
to pay your  
Westmark loan  
here.

#### Find your bank

[CHASE](#)[WELLS  
FARGO](#)[Fidelity](#)[SUNTRUST](#)[BANK OF AMERICA](#)[Capital One](#)[USAA](#)[AMERICAN  
EXPRESS](#)

11. Confirm the correct Financial Institution Name is showing and input your login credentials.

Share your data

Financial Institution Name

W ... PIFCU

WEB Payments uses Finicity, a Mastercard company to gather data from

PAYEE INSTITUTION NAME

Sign-in information is not shared

Your data will only be used with your permission

Your data is secured by encryption

By pressing **Next**, I agree to Finicity, a Mastercard company [Terms and conditions](#) and [Privacy policy](#).

Next

PAYEE FINANCIAL INSTITUTION NAME

Login ID

Member Login

Password

Security2022!&#\$\$

Submit

Forgot sign in?

Your sign-on information is secured by encryption and will only be shared with your financial institution.

Secured by

12. You may be required to verify your identity via e-mail, phone, or text.

www.p1fcu.org

Verify it's you

To protect the privacy of your account, answer the security challenge question.

Select the destination for your secure access code

☐ Phone to : (XXX) XXX-9145

☐ SMS : (XXX) XXX-9145

☐ E-mail : XXXXENCK1@XXAIL.COM

Continue

Secured by

www.p1fcu.org

Verify it's you

To protect the privacy of your account, answer the security challenge question.

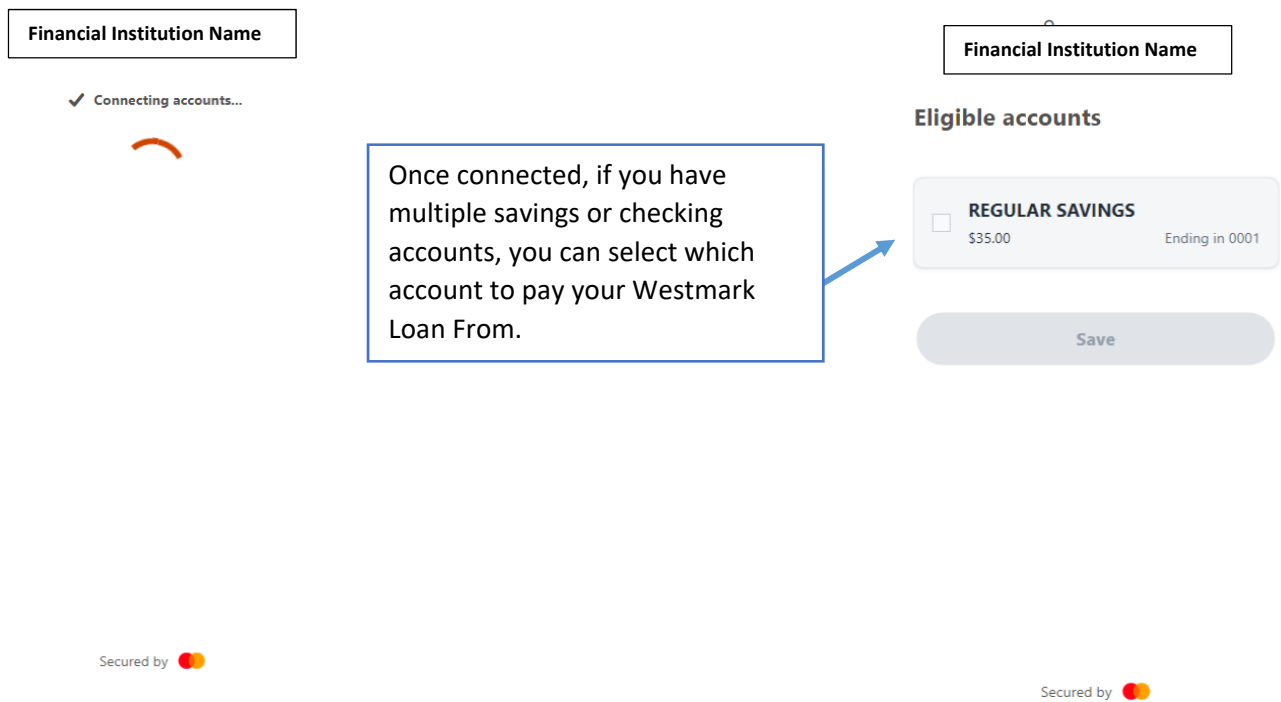
Please enter the Secure Access Code

Answer here

Continue

Secured by

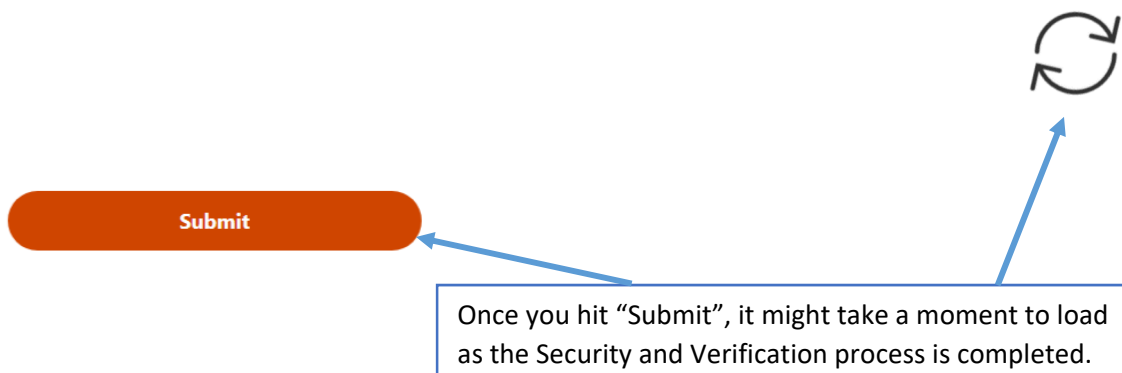
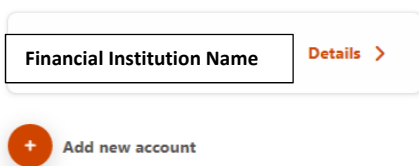
13. Your account at the other Financial Institution will be connected to. This might take a moment.



14. You will be asked to review your selected account and Submit.

#### Review your connected accounts

You're in control. You've successfully shared data with **WEB Payments**, from the following accounts.



15. You will be returned to Westmark's Online Payment Center where you can select the amount of payment, frequency, and date each month that you want the payment to be made on the following screen. You can select a specific end date for authorized RECURRING payments, or leave it to end only when you cancel.

**WESTMARK CREDIT UNION** Accounts & Loans History Profile

### Edit Scheduled Payment

**Select Account to Pay From** → Pay From Account: Account ending in 8267 wi...  
**Select Payment Amount.** → Payment Amount: \$ 10.00  
**Select Payment Frequency.** → Frequency: Monthly  
**Select RECURRING Stop Date** → End Date Options: Until You Cancel

**Summary**

Loan #	0032
Due Date	11/27/2022
Bill Amount	\$10.00
Fees	\$0.00
Total Balance	\$10.00

By default, recurring transactions that fall on non-banking days will process on the first banking day AFTER the scheduled date. By selecting the box below, the transaction will be processed on the closest banking day BEFORE the scheduled date.

☐ Process BEFORE?

**Select the day each month you want the payment made.**

**Note that for RECURRING payments set up from checking or savings, the \$4.95 service fee is waived!**

Back Next

16. Make sure you check the box agreeing to the terms of RECURRING payments, and then click "Authorize" Your RECURRING payments are now set up!

**WESTMARK CREDIT UNION** Accounts & Loans History Profile

### Verify Payment Schedule

Review your payment information. If you need to make changes, select "Back." When you are ready to proceed, select "Authorize."

Frequency:	Monthly	Pay Using:	Account ending in 8267
Start Date:	11/11/2022	Routing Number:	324173626
End Date:	Until You Cancel	Bill Amount:	\$10.00
Paid To:	Loan ending in 0032	Fees:	\$0.00

Total: \$10.00

☒ I agree to the following:

Today's date is 10/11/2022. You are authorizing Westmark Credit Union - New Setup to initiate a Monthly recurring transaction from your account ending in 8267 and routing number 324173626 in the amount of \$10.00 with a start date on or after 11/11/2022, with an end date of Until You Cancel. This amount, will be applied to your Westmark Credit Union - New Setup account ending in 0032. This authorization may be revoked, prior to the processing of this transaction or future transactions by contacting Westmark Credit Union - New Setup at 1-800-574-5626.

Back Authorize

17. Make sure to check the box "I Agree to the Following" to accept the terms of RECURRING payments and then click on "Authorize." Your NO FEE recurring payment schedule is now set up!