

HOW TO ADD DEBIT CARD DETAILS ONLINE



1

Login to your MFCU account on our website

In the menu in the top left corner of your screen, click 'Lodgements' 2

Under 'What would you like to do?', choose 'Debit Card Lodgement'

Click 'Add Card' (in green)

3

Enter a card nickname - this is your first name

- this name will appear beside your card details to identify which card it is 4

Click 'Proceed' 5

Scroll down the screen to enter your debit card details (6)

Click 'Pay Now' to save your card to your MFCU account 7

You will then receive a message pop up saying 'Card has been saved successfully'. This card is saved for future use under 'Manage Cards'.









HOW TO MAKE A DEBIT CARD PAYMENT ONLINE



RECURRING PAYMENT OPTION

1

Under the Lodgements menu, click on 'Make a Debit Card Payment'

Click on 'Make Card Lodgement' (2)

Choose the card you wish to make a payment with your saved cards will be listed in the dropdown menu.

3

Enter the amount you wish to pay

Choose the payment frequency - weekly, fortnightly or monthly.

Enter in your start date.

4

Enter your payment reference -

*this is your MFCU account number 5

Select your
Balance - this is
the account into
which you wish
the payment to
be made
(i.e. loan, shares,
Christmas etc.)

6

Click
'Confirm' to
create the
payment.

7

To verify that the recurring payment has been set up, click the 'Lodgements' menu, then select "Make Debit Card Payment" - 'Recurring Payments'.

N.B Your account number can be found in the 'Accounts' menu under 'My Account Summary'









HOW TO MAKE A DEBIT CARD PAYMENT ONLINE



ONCE OFF PAYMENT OPTION

1

Under the Lodgements menu, click on 'Make a Debit Card Payment'

Click on 'Make Card Lodgement' (2)

Choose the card you wish to make a payment with your saved cards will be listed in the dropdown menu.

3

Enter the amount you wish to pay.

Under the 'Start Date' enter the date you want the payment to be processed.

4

You will be asked to input your card's CVV number for verification purposes.

5

Click
'Confirm' to
create the
payment.

6

You will receive a success message confirming your payment was successfully completed. 7

N.B Your account number can be found in the 'Accounts' menu under 'My Account Summary'

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