

# HOW TO DIGITALLY SIGN FOR LOAN IN APP



REMEMBER an MFCU loans officer will contact you by phone regarding a loan application. If approved, you must sign through your online account following these steps.

1

- Login and click the menu button in the top left hand corner

2

- Click on 'Documents' and under the drop down menu, click 'Documents to Sign'

3

- Under 'Documents to Sign', your credit agreement and health declaration will appear here

4

- Click 'Sign' beside the agreement you wish to sign

5

- You will then be asked to generate a one-time passcode
- enter the 4 digit code sent to your phone ( via SMS or App)

6

- You will see a tick appear on screen when successful funds will be transferred to your bank account within 3 working days

**\*Note: Not all members will need to sign a health declaration. For cases where both documents need to be signed, they need to be signed seperately.**

**Member First**  
CREDIT UNION

