



TRAVEL NOTIFICATION *For Card Management*

Debit Card Travel Notification

There are two ways you can access the “Travel Notice” within digital banking.

1. On the **Card Management** tile located on your digital banking dashboard.
(You'll need to click the airplane icon in the upper right corner of the Card Management tile.)
2. Within **Personal Settings** under your profile located at the bottom of the menu bar.

Once on the **Travel notices** screen, click the **Add travel notice** button. You will then have access to add travel messages for all cardholders on your account(s).

- First, enter your travel destination.
- Next, enter your travel dates. This requires you to provide a start and end date.
(Please note: If you are traveling for a single day only, select the same date twice.)
- Last, you will need to select the card(s) you'll be using while traveling.

You can add multiple travel notices if needed and can delete a notice at any time.

Once the information has been supplied for the necessary fields, click **Save**. You will be required to input your 2FA verification code before the travel notice can be completed on your account.

If you need to change your travel dates, simply select the **Edit** link next to the desired travel notification and edit your information.