

## New Users – Setup Account

New users will be directed to the **Setup Account** page which will allow them to:

- Create a new profile by clicking **Setup Account** on the **Welcome Screen**.
- Enter the required information (see image below).
- Once completed, click **Setup Account** at the bottom of the page.

**Setup Account**

**Personal Information**

First Name:  Last Name:  Phone Number:

Email Address:  Re-enter Email Address:

**Login Information**

Password:  Re-enter Password:

✗ Use 8 or more characters  
✗ Use upper and lower case letters (e.g. Aa)  
✗ Use a number (e.g. 1234)  
✗ Use a symbol (e.g. @#5)

**Security Questions**

Security Question 1:  Security Question 2:  Security Question 3:

I can access and have read the CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document and the TERMS AND CONDITIONS document; and I can print on paper the disclosures or save or send the disclosures to a place where I can print them, for future reference and access; and Until or unless I notify AAB at 888-24-4567, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, and other communications that are required to be provided or made available to me during the course of my relationship with you.

**Callout 1:** Security questions will only be used to verify user identity when users call in to payment support.

**Callout 2:** Users can click the E-sign Disclosure and the Terms & Conditions to read, save, and/or print.