

# **Card Activation, CitiManager Registration and Website Navigation**

Revised Sept. 3, 2020

# Introduction to Citibank Tools

# CitiManager

Citibank puts all card activity online for secure 24/7 access. You can download statements, view unbilled transactions, view pending authorizations and declined transactions.

# E-Mail and Text Alerts

E-mail and Short Message Service (SMS) alerts notify you of critical account activity such as when the statement is ready, payment is due, a transaction was declined, or suspected fraud.

# Chip & Pin Technology

Chip and PIN cards feature an embedded microprocessor that improves security when you make purchases at Chip-activated terminals. Every time you use your card at a Chip-activated terminal, the embedded Chip generates a unique, one-time use code for each transaction. This makes it extremely difficult for the card to be copied or counterfeited.

# Activating Your New Card

# Activation Website

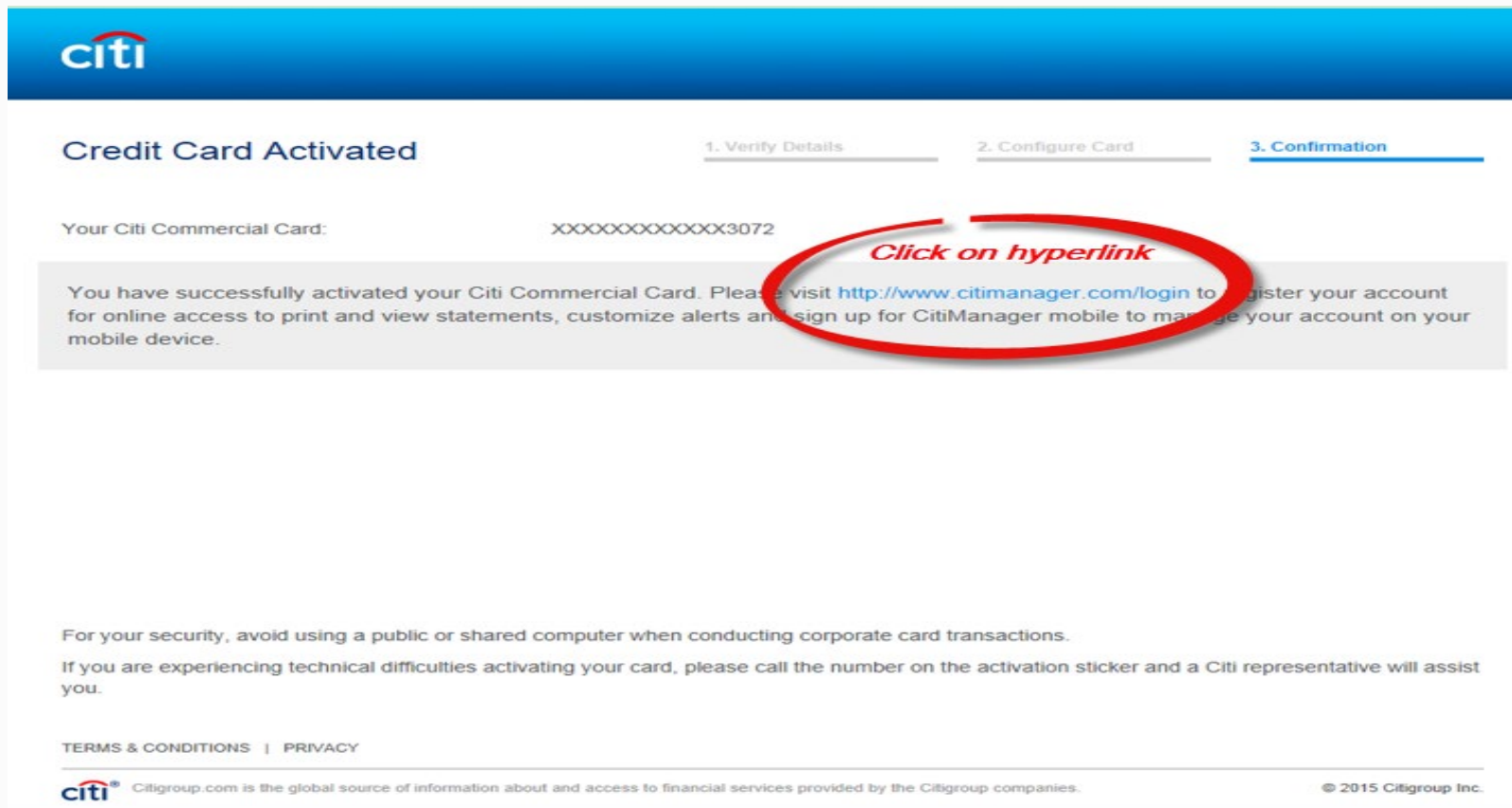
Enter the URL listed on the removal label on the front of the card. You will be directed to a secure Citibank webpage (HTTPS).

# Verify Card Details



# Configure Card

# Confirmation



The screenshot shows the Citi website's 'Credit Card Activated' confirmation page. At the top left is the Citi logo. The page title is 'Credit Card Activated'. A progress bar at the top right shows three steps: '1. Verify Details', '2. Configure Card', and '3. Confirmation', with the third step being the active one. Below the title, it says 'Your Citi Commercial Card: XXXXXXXXXXXXXXX3072'. A red circle highlights the text 'Click on hyperlink' in red italics, which is positioned above a blue hyperlink: 'http://www.citimanager.com/login'. The main text of the confirmation message reads: 'You have successfully activated your Citi Commercial Card. Please visit <http://www.citimanager.com/login> to register your account for online access to print and view statements, customize alerts and sign up for CitiManager mobile to manage your account on your mobile device.' At the bottom, there are security warnings, links for 'TERMS & CONDITIONS | PRIVACY', and the Citi logo with the text 'Citi.com is the global source of information about and access to financial services provided by the Citigroup companies.' and the copyright notice '© 2015 Citigroup Inc.'

# Registering Your Card on CitiManager

# Registration Website

CITI COMMERCIAL CARDS

## CitiManager

Screen	Step/Action	
<h3>Existing Users</h3> <p>USERNAME</p> <p>PASSWORD</p> <p><b>SIGN IN</b></p> <p><a href="#">Forgot username?</a>   <a href="#">Forgot password?</a></p>	<h3>New Users</h3> <p><a href="#">Self Registration For Cardholders</a></p> <p><a href="#">Self Registration For Non Cardholders</a></p> <p><a href="#">Apply For Card</a></p>	<ol style="list-style-type: none"><li>1. Navigate to <a href="http://citimanager.com/login">citimanager.com/login</a>.</li><li>2. From the CitiManager Site Login screen, click the Self-registration for Cardholders link.</li></ol> <p><i>The Self-registration for Cardholders screen displays.</i></p>

# Self-Registration Options

The screenshot shows the CitiManager interface for self-registration. At the top, there is a header for 'CitiManager' and a step indicator '3. Select the Fill the card's data radio button, click the Continue button'. Below this is a 'LOGIN / Self Registration For Cardholders' section with a progress bar showing four steps: '1. Select Registration Process', '2. Card and Contact Information', '3. Sign on Details', and '4. Confirm'. An information icon and text prompt the user to select the proper registration process. Two radio button options are presented: 'Registration ID/Passcode' (unselected) and 'Fill the Card's Data' (selected). The 'Fill the Card's Data' option is highlighted with a red box. Below the options are 'CONTINUE' and 'CANCEL' buttons, with a red arrow pointing to the 'CONTINUE' button.

CITI COMMERCIAL CARDS

**CitiManager**

3. Select the Fill the card's data radio button, click the Continue button

LOGIN /

## Self Registration For Cardholders

1. Select Registration Process 2. Card and Contact Information 3. Sign on Details 4. Confirm

**i** Please select the proper registration process for your organization.

Registration ID/Passcode  
I have my registration details and I would like to register my card.

Fill the Card's Data  
I have not received registration details and I would like to register card.

**CONTINUE** CANCEL

# Registration Details

**Self registration for Cardholders**

**i** Enter details for self registration. The fields marked with asterisk (\*) are mandatory to proceed.

---

**Card Details**

\* Card number  \* Account name

Enter the account number from your card with no spaces or dashes. Enter the name that appears on your card. Please note that this must be entered exactly as it appears on your card.

---

**Contact details**

\* Address line 1  Address line 2

\* Town / City

\* Country  \* State/Province/Region  \* Zip/Postal code [XXXXX-XXXX]

Enter your billing address for your card.


Self-registration for Cardholders Screen – Card Details

- In the **Card number** field, type your card number exactly as it appears on your billing statement, no spaces or dashes.
  - In the **Account name** field, type your account name exactly as it appears on your billing statement.
  - In the **Contact details** section, enter the billing address for your card exactly as it appears on your billing statement. An asterisk (\*) indicates a required field.
- Note:** If you use a nine-digit zip code, enter all nine digits.
- Click the **Continue** button.

*The Sign on details screen displays.*

# Sign On Details

**Sign on details**

 Enter details for sign on. The fields marked with asterisk (\*) are mandatory to proceed.

\* Username

\* Password

\* Confirm password

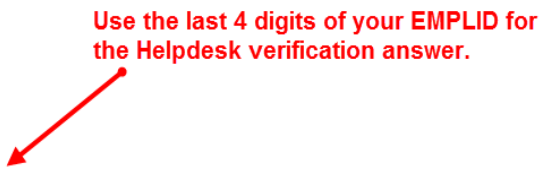
\* Email Address

Cell/ Mobile Phone Number

\* Helpdesk verification question

\* Helpdesk verification answer

\* Confirm Helpdesk verification answer



Sign on details Screen

8. Complete the required fields (\*) for self-registration.

**Note:** The username and password requirements display in a pop-up window as you enter them. An X displays until the requirement has been fulfilled.

The fields displayed and the username and password requirements vary based on your company's setup.

9. When you are finished, click the Continue button.

*The Recap screen displays.*

# Registration Recap

**Recap**

→ Confirm the details that you entered.

---

**Username**  
newuser01

**Card number**  
XXXXXXXXXX037209

**Account name**  
Ben Jacob

Contact details	
<b>Address line 1</b> 435491 MAIN STREET	<b>Country</b> UNITED STATES OF AMERICA
<b>Address line 2</b>	<b>State/Province/Region</b> OK
<b>Town / City</b> OKLAHOMA CITY	<b>Zip/Postal code</b> 73112-5400
<b>Email Address</b> BAJacob@email.com	<b>Cell/ Mobile Phone Number</b>

**Confirm** **Cancel**

Recap Screen

10. Review the information that displays and when you are finished, click the **Confirm** button.

*The Confirmation message screen displays.*

11. Click the **OK** button.

*The CitiManager Site Login screen displays.*

**Note:** Use the Username and Password you created to log in to the CitiManager Site. When you log in for the first time, you will be asked to select and answer three challenge questions. You will be asked to answer one of the challenge questions each time you log in.



# Registration Confirmation

The screenshot shows a web browser window with the Citibank Commercial Cards header. The main content area is titled "Confirmation message" and contains a green checkmark icon followed by the text "Confirmation of self-registration". Below this, a message states: "The account with username 'supertrainer' has been signed up successfully." At the bottom left of the message area is a red "OK" button. To the right of the message area, step 11 of the registration process is listed: "11. Click the OK button." Below this step, a note reads: "The CitiManager Site Login screen displays." A larger note follows: "Note: Use the Username and Password you created to log in to the CitiManager Site. When you log in for the first time, you will be asked to select and answer three challenge questions. You will be asked to answer one of the challenge questions each time you log in." The footer of the page includes the Citibank logo, the URL "CitiManager.com", a link to "Terms and Conditions", and the copyright notice "Copyright © 2008-2009 Citigroup".

**citi** Citibank® Commercial Cards

[Citigroup.com](#) [Privacy](#)  
[Global Transaction Services](#)

**Confirmation message**

Confirmation of self-registration

The account with username 'supertrainer' has been signed up successfully.

11. Click the OK button.

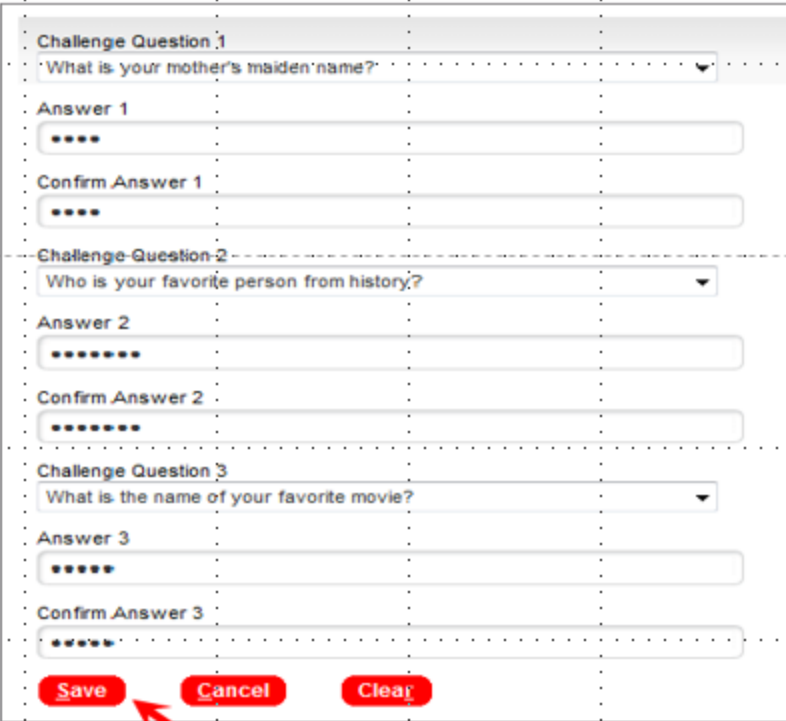
*The CitiManager Site Login screen displays.*

**Note:** Use the Username and Password you created to log in to the CitiManager Site. When you log in for the first time, you will be asked to select and answer three challenge questions. You will be asked to answer one of the challenge questions each time you log in.

[Terms and Conditions](#)

[CitiManager.com](#) Copyright © 2008-2009 Citigroup

# Challenge Questions

Screen	
 <p>Challenge Question 1 What is your mother's maiden name?</p> <p>Answer 1 .....</p> <p>Confirm Answer 1 .....</p> <p>Challenge Question 2 Who is your favorite person from history?</p> <p>Answer 2 .....</p> <p>Confirm Answer 2 .....</p> <p>Challenge Question 3 What is the name of your favorite movie?</p> <p>Answer 3 .....</p> <p>Confirm Answer 3 .....</p> <p><b>Save</b> <b>Cancel</b> <b>Clear</b></p>	<p>12. Select and answer three challenge questions. You will be asked to answer one of the challenge questions each time you log in.</p>

Challenge Question Screen

# Navigating CitiManager

# CitiManager Site Login

## Existing Users

Enter the user name and password that you just created

**SIGN IN**

CLEAR

[Forgot username?](#) | [Forgot password?](#)

# Home Screen Components

**Screen**

The screenshot shows the Citimanager interface. At the top, there is a header with the Citimanager logo and user information. Below the header, there are four large colored boxes representing account metrics: Credit Line (\$10,000.00), Available Credit (\$9,101.61), Current Balance (\$296.04), and Amount Due (\$622.48). A navigation menu is on the left side. Below the metrics, there is a search bar and a 'Recent Activities' section with a table of transactions. The table has columns for Transaction Date, Posting Date, Transaction Details, Exchange Rate, and Amount. A search field is also present above the table.

TRANSACTION DATE	POSTING DATE	TRANSACTION DETAILS	EXCHANGE RATE	AMOUNT
03/22/2017	03/22/2017	SEAFOOD S SALE MK		27.60
03/22/2017	03/22/2017	BN & CONF CNT		662.00
03/22/2017	03/22/2017	LOGGING		78.00
03/22/2017	03/22/2017	AIRWAYS		677.20
03/22/2017	03/22/2017	AIRWAYS		15.00

## Descriptions

### Header

1. View your company. If you have access to more than one, you may select it using the drop-down list.
2. Access My Profile functions or sign out of the Citimanager Site.
3. View the Message Board.

### Screen Components

4. View high-level account metrics such as credit limit, available credit, current balance and amount due. If your organization allows you to make payments, the **Make a Payment** link displays. For centrally billed accounts, the amount due by your company displays.
5. Use the account drop-down arrow to toggle between card accounts if you have more than one.
6. Use the quick links to navigate to the Statements and Alerts screens.
7. View list of transactions that posted since your last statement.
8. Use the search field to perform a basic transaction search by the details, amount or date or click the **Advanced Search** link to narrow your search.
9. Click the > Forward arrow to navigate to the Statements screen.

# Side Bar Navigation

Screen	Descriptions																														
<p>The screenshot shows the CiticManager interface. On the left is a side navigation bar with icons for Home (10), Cards (11), Statements (12), Resources (13), Tools (14), and Alerts (15). The main content area includes a header with navigation links (1), a summary section with four colored boxes for Credit Limit (\$10,000.00), Available Credit (\$9,101.61), Current Balance (\$296.04), and Due in 5 Days (\$622.48) (4), a search bar (8), and a 'Recent Activities' section (7) with a table of transactions. A 'Statements' button (6) is also visible. A magnifying glass icon (9) is located on the right side of the table.</p> <table border="1"> <thead> <tr> <th>TRANSACTION DATE</th> <th>POSTING DATE</th> <th>TRANSACTION DETAILS</th> <th>EXCHANGE RATE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>03/22/2017</td> <td>03/23/2017</td> <td>SEAFOOD'S BALLE MA</td> <td></td> <td>27.60</td> </tr> <tr> <td>03/22/2017</td> <td>03/23/2017</td> <td>BBN &amp; COINT CNT</td> <td></td> <td>662.00</td> </tr> <tr> <td>03/22/2017</td> <td>03/23/2017</td> <td>LODGING</td> <td></td> <td>78.00</td> </tr> <tr> <td>03/22/2017</td> <td>03/23/2017</td> <td>AIRWAYS</td> <td></td> <td>677.20</td> </tr> <tr> <td>03/22/2017</td> <td>03/23/2017</td> <td>AIRWAYS</td> <td></td> <td>15.00</td> </tr> </tbody> </table>	TRANSACTION DATE	POSTING DATE	TRANSACTION DETAILS	EXCHANGE RATE	AMOUNT	03/22/2017	03/23/2017	SEAFOOD'S BALLE MA		27.60	03/22/2017	03/23/2017	BBN & COINT CNT		662.00	03/22/2017	03/23/2017	LODGING		78.00	03/22/2017	03/23/2017	AIRWAYS		677.20	03/22/2017	03/23/2017	AIRWAYS		15.00	<p><b>Side Navigation Bar</b></p> <ol style="list-style-type: none"> <li>Click the Home button to return to the Home screen.</li> <li>Click the Cards button to view an overview of your card account, payment information, statements, aging of balance, recent transactions and your card contact information.</li> <li>Click the Statements button to select a monthly statement to view and also view recent activity, change your paperless settings and view disputes.</li> <li>Click the Resources button to view messages, access FAQs and Links &amp; Help.</li> <li>Click the Tools button to navigate to other online tools if you have access.</li> <li>Click the Alerts button to manage your alert subscriptions, view the audit log and view on-demand mobile alert information.</li> </ol>
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# Statements

The screenshot shows the CitiManager interface for viewing credit card statements. The page is titled 'Statements' and includes a navigation bar with 'HOME / Statements' and a user profile section. The main content area is divided into several sections:

- STATEMENTS (1):** A header bar with a card account dropdown (2) showing 'XX05-0889'.
- Navigation:** A row of buttons for 'RECENT', 'JAN 2010', 'JUN 2009', 'JAN 2012', 'DEC 2011' (selected), 'NOV 2011', 'OCT 2011', and 'VIEW MORE'.
- OVERVIEW FOR NOV 04 TO DEC 03 (3):** A summary section with a 'VIEW ADDITIONAL STATEMENT INFORMATION' link. It displays:
 

CARD NUMBER XXXXXXXXXX050889	NAME ON CARD Hayden Sultt	PREVIOUS BALANCE \$ 0.00	BALANCE DUE \$ 0.00
TRANSACTION TOTAL \$ 2,758.41	PAYMENTS RECEIVED \$ 0.00	PAYMENT DUE DATE 11/28/2010	
- Billed Transactions (4):** A section with a search field (5) for 'Transaction Details, Amount or Date' and a 'DOWNLOAD (PDF, CSV, XLS)' link (6). Below is a table of transactions:

TRANSACTION DATE (7)	POSTING DATE	TRANSACTION DETAILS	EXCHANGE RATE	AMOUNT (8)						
11/02/2011	11/04/2011	MOUNTAIN ROAD		115.00 ...						
		<table border="1"> <tr> <th>REFERENCE NUMBER</th> <th>TRANSACTION AMOUNT</th> <th>TRANSACTION CURRENCY</th> </tr> <tr> <td>25405413073</td> <td>115.00</td> <td>USD</td> </tr> </table>	REFERENCE NUMBER	TRANSACTION AMOUNT	TRANSACTION CURRENCY	25405413073	115.00	USD		DISPUTE (9)
REFERENCE NUMBER	TRANSACTION AMOUNT	TRANSACTION CURRENCY								
25405413073	115.00	USD								
11/03/2011	11/04/2011	LOCKSMITHS		78.00 ...						
11/04/2011	11/07/2011	HILLTOP SALES		31.91 ...						
11/07/2011	11/09/2011	CAR		108.64 ...						

1. The **Statements** section displays an overview of your statement and allows you to toggle between statements by clicking the icon for the statement date.
2. If you have more than one card account, use the drop-down arrow to toggle between card accounts.
3. The overview section provides balance and payment information for the dates displayed.
4. A list of billed or recent transactions for the statement display.
5. Use the search field to perform a basic transaction search by the details, amount or date or click the **Advanced Search** link to narrow your search.
6. Click the **Download** link to download a statement.
7. The list of transactions will display the transaction date, posting date, details and amount.
8. To view additional transaction detail or dispute a transaction, click the ellipsis (...) link that displays on the right-side of the row you wish to expand.
9. Click the **Dispute** button to dispute a transaction. The row must be expanded to view the dispute button.

# Recent Activity & Authorizations

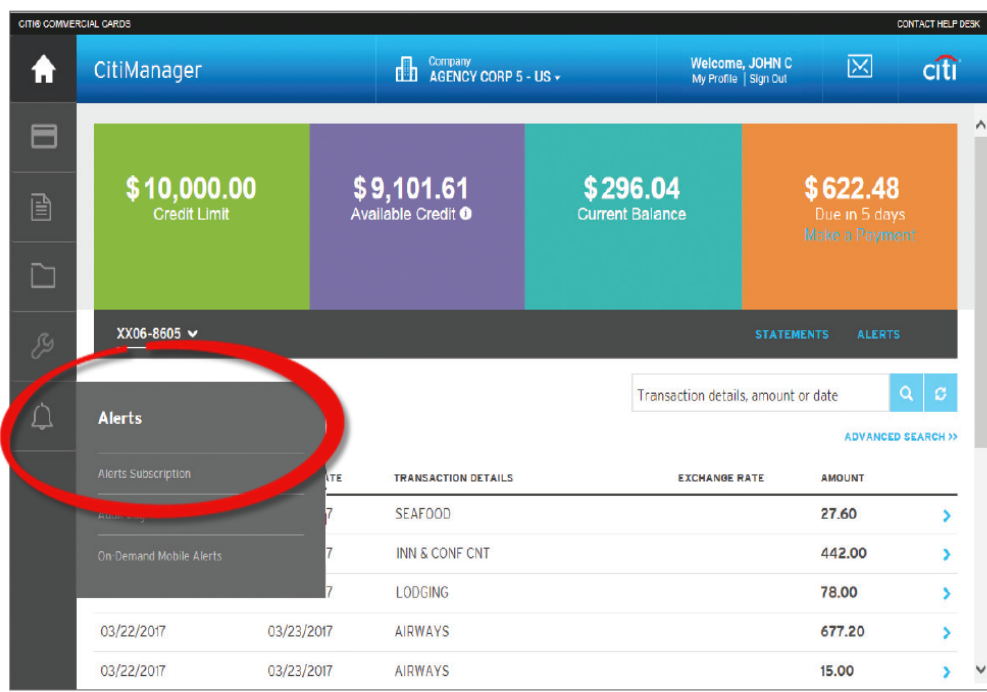
- From the Statements page click on the Recent tab and scroll to the bottom of the page to view your unbilled transactions and to see what has been authorized (or declined) for your card account.





# Setting Alerts

# Home Screen - Alerts

Screen	Step/Action																								
 <p>The screenshot shows the CitiManager interface for a user named JOHN C. The main dashboard displays four key metrics: Credit Limit (\$10,000.00), Available Credit (\$9,101.61), Current Balance (\$296.04), and a payment due in 5 days (\$622.48). A red circle highlights the 'Alerts' button in the left-hand navigation menu. Below the navigation menu, there is a search bar and a table of transactions.</p> <table border="1"> <thead> <tr> <th>DATE</th> <th>TRANSACTION DETAILS</th> <th>EXCHANGE RATE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>03/22/2017</td> <td>SEAFOOD</td> <td></td> <td>27.60</td> </tr> <tr> <td>03/22/2017</td> <td>INN &amp; CONF CNT</td> <td></td> <td>442.00</td> </tr> <tr> <td>03/22/2017</td> <td>LODGING</td> <td></td> <td>78.00</td> </tr> <tr> <td>03/22/2017</td> <td>AIRWAYS</td> <td></td> <td>677.20</td> </tr> <tr> <td>03/22/2017</td> <td>AIRWAYS</td> <td></td> <td>15.00</td> </tr> </tbody> </table>	DATE	TRANSACTION DETAILS	EXCHANGE RATE	AMOUNT	03/22/2017	SEAFOOD		27.60	03/22/2017	INN & CONF CNT		442.00	03/22/2017	LODGING		78.00	03/22/2017	AIRWAYS		677.20	03/22/2017	AIRWAYS		15.00	<ol style="list-style-type: none"> <li>From the CitiManager Site side navigation bar, position your mouse over the Alerts button and then click the Alerts Subscription link. <i>The Alerts Subscription screen displays.</i></li> </ol>
DATE	TRANSACTION DETAILS	EXCHANGE RATE	AMOUNT																						
03/22/2017	SEAFOOD		27.60																						
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Home Screen - Alerts																									

# Alerts Subscription - Email

## Screen

Alerts Subscription Screen

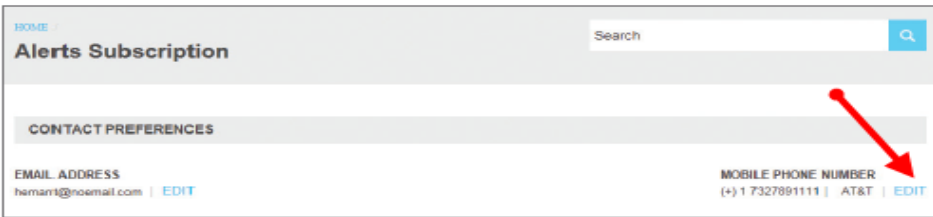
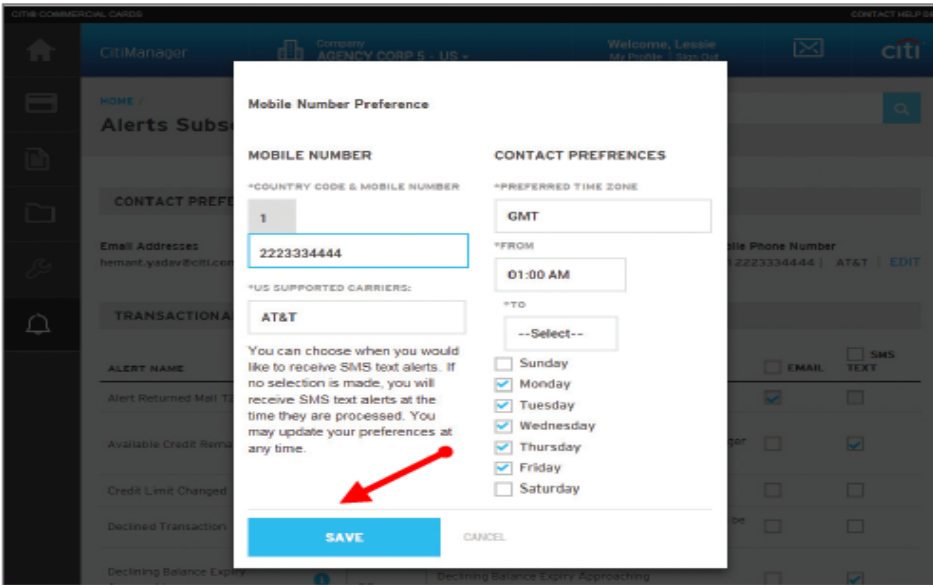
## Step/Action

- To enter/edit the email address(es) where you want alerts sent, click the **Email Addresses – Edit** link and complete the following steps when the **Email Address Preferences** window opens:
  - Type and confirm up to five email addresses.
  - Click the **Save** button.

**Please verify your email address and add the email address of the contact person listed on your application.**

Alerts Subscription Screen – E-mail Address Preferences

# Alerts Subscription–SMS Text

Screen	Step/Action
 <p><b>Alerts Subscription Screen</b></p>	<p>3. To edit your mobile number, your mobile carrier, and your notification preferences, click the <b>Mobile Phone Number – Edit</b> link and complete the following steps when the <b>Mobile Number Preferences</b> screen opens:</p> <ol style="list-style-type: none"> <li>In the <b>Country Code and Mobile Number</b> field, type a valid mobile phone number where you wish alerts to be sent. <b>Note:</b> Only numeric values are allowed in this field. The country code defaults based on the country associated with your profile.</li> </ol>
 <p><b>Alerts Subscription Screen – Mobile Number Preference</b></p>	<ol style="list-style-type: none"> <li>Click in the <b>Supported Carriers</b> field and select your mobile carrier. <b>Note:</b> If Sprint is your carrier, you are automatically enrolled in this subscription notification. This is a requirement of Sprint. Canadian users are automatically enrolled in this subscription due to regulations in Canada.</li> <li>Click in the <b>Preferred Time Zone</b> field and select your preferred time zone.</li> <li>Click in the <b>From</b> and <b>To</b> fields and select the time-frame in which you would like to receive alerts.</li> <li>From the list of weekdays, select the days you would like to receive alerts.</li> <li>Click the <b>Save</b> button.</li> </ol>

# Transactional Alerts

## TRANSACTIONAL ALERTS

ALERT NAME		<input type="checkbox"/> EMAIL	<input type="checkbox"/> SMS TE
Alert Returned Mail T2		<input type="checkbox"/>	<input type="checkbox"/>
Available Credit Remaining (%)	20 Select % of remaining credit level which should trigger an alert, e.g. 5%.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dispute Resolution		<input checked="" type="checkbox"/>	<input type="checkbox"/>
High Value Transaction	0 Provide the transaction amount which would trigger an alert. Enter a positive number up to 15 digits in length, excluding decimals, e.g. 500.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Payment Due/Invoice		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Payments Received		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reminder: Payment Past Due / Overdue		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Select the email and text options for transactional and account alerts as shown.

4. To subscribe to alerts, select the **Email Alerts and/or SMS (Mobile Alerts)** checkbox(es) for each of the alerts you wish to receive.

To unsubscribe to alerts, deselect the **Email Alerts and/or SMS (Mobile Alerts)** checkbox(es) for the alerts you no longer wish to receive.

**Note:** Some alerts may be greyed out and unavailable. Available alerts are set by your Program Administrator. Alerts that are selected and greyed out are mandatory.

For more information about each alert, click the information icon next to the alert name.










Some alerts require you to type or select a threshold setting that will trigger the alert. For example, for the **Available Credit Remaining %** alert, you must select the desired **Available Credit Remaining %**. When the selected percent of remaining credit level is met, you will receive an alert.

5. When you are finished, review the terms and conditions at the bottom of the screen and if you agree, select the checkbox.

**Note:** If you do not agree to the terms and conditions, you will not be able to receive alerts.

6. Click the **Save** button.

# Account Alerts

ACCOUNT ALERTS			
ALERT NAME		<input type="checkbox"/> EMAIL	<input type="checkbox"/> SMS TEXT
Account Cancellation Notice		<input type="checkbox"/>	<input type="checkbox"/>
Account Cancelled Notice		<input type="checkbox"/>	<input type="checkbox"/>
Account Suspension Notice		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Card Delivery Issue Notice		<input type="checkbox"/>	<input type="checkbox"/>
Library Folder Notification		<input type="checkbox"/>	<input type="checkbox"/>
Lost/Stolen Card Notice		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
My Card Application Status		<input type="checkbox"/>	<input type="checkbox"/>
My Card Maintenance Status		<input checked="" type="checkbox"/>	<input type="checkbox"/>
New Statement Available		<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Select the email and text options for transactional and account alerts as shown.**

- To subscribe to alerts, select the **Email Alerts and/or SMS (Mobile Alerts) checkbox(es)** for each of the alerts you wish to receive.

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- When you are finished, review the terms and conditions at the bottom of the screen and if you agree, select the checkbox.

**Note:** If you do not agree to the terms and conditions, you will not be able to receive alerts.

- Click the **Save** button.

# Text Message Terms & Agreement

**TERMS & CONDITIONS**

**Terms & Conditions: Message and Data Rates May Apply.** For a list of supported carriers, [click here](#).  
To suspend SMS text alerts, uncheck the SMS text alerts above or text STOP to 462484 (GOCITI).  
For help, text HELP to [#] from your mobile device. 462484 (GOCITI).

**SAVE**

# My Profile

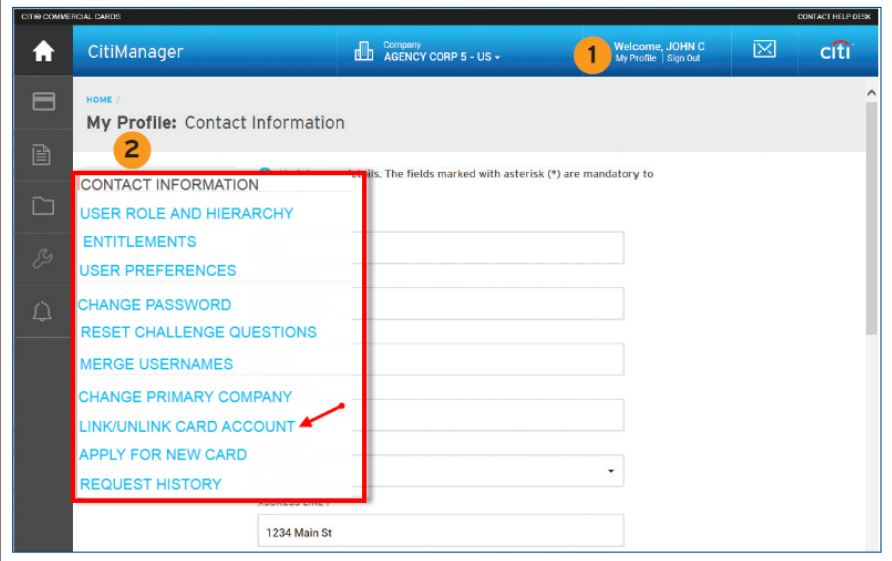


# My Profile Overview

- The My Profile screen allows you to update the following:
  - User preferences such as language, date and time format and currency
  - Password
  - Reset challenge questions
  - Merge CitiManager Site user names if you have more than one
  - Link/Unlink another card account


# My Profile Links

## My Profile Screen

Screen	Descriptions
 <p>The screenshot shows the CitiManager interface. At the top, there's a blue header with 'CitiManager' and a welcome message for 'JOHN C'. Below the header, the main content area is titled 'My Profile: Contact Information'. On the left side, there's a vertical navigation menu with several links: CONTACT INFORMATION, USER ROLE AND HIERARCHY, ENTITLEMENTS, USER PREFERENCES, CHANGE PASSWORD, RESET CHALLENGE QUESTIONS, MERGE USERNAMES, CHANGE PRIMARY COMPANY, LINK/UNLINK CARD ACCOUNT (highlighted with a red arrow), APPLY FOR NEW CARD, and REQUEST HISTORY. A red box surrounds this menu. A yellow circle with the number '1' is in the header area, and a yellow circle with the number '2' is next to the 'My Profile' title.</p>	<ol style="list-style-type: none"> <li>1. Click the <b>My Profile</b> link from the header to access links used to view and maintain profile information.</li> <li>2. Click the links that display on the left side of the screen to view and maintain profile information.</li> </ol>

# Link Card Account

CARD DETAILS	
CARD NUMBER	NAME ON CARD
XXXXXXXXXX 222222	YOUR NAME
<a href="#">LINK CARD ACCOUNT</a>	<a href="#">UNLINK CARD ACCOUNT</a>



# Link Card Account Details

[HOME](#) / [MY PROFILE:LINK/UNLINK CARD ACCOUNT](#) /

## Link Card Account

**i** Update user details. The fields marked with an asterisk (\*) are required

### CARD DETAILS

\* CARD NUMBER

\* NAME ON CARD

# Link Card Account Details

**CONTACT DETAILS**

ADDRESS LINE 1

ADDRESS LINE 2 (OPTIONAL)

COUNTRY  
Select ▼

CITY

STATE  
Select ▼

ZIP/POSTAL CODE

**SAVE** CANCEL UNDO CHANGES

# Questions?

