HOW TO – Update my Address Information within APCIRCUIT®
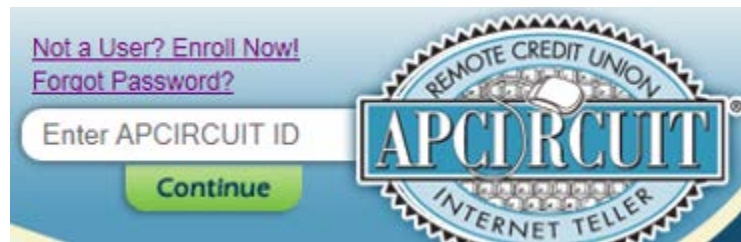
APCIRCUIT® PC Home Banking Service is the main system of our APCI eCU suite of electronic banking services. Below are instructions on how to update your address information within APCIRCUIT.
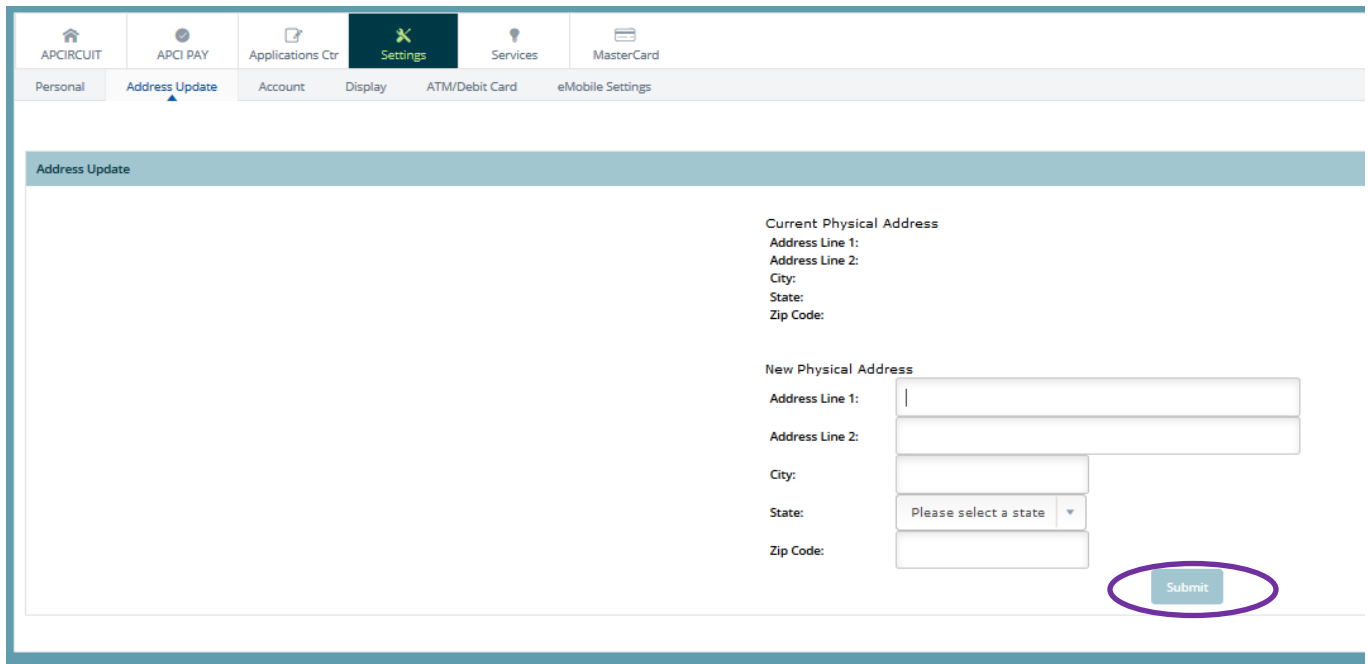
1. **Visit apcifcu.org and enter your APCIRCUIT ID and click "Continue." Follow the prompts to complete the login process.**

2. **Click the "Settings" tab and then "Address Update" from the sub-navigation options.**
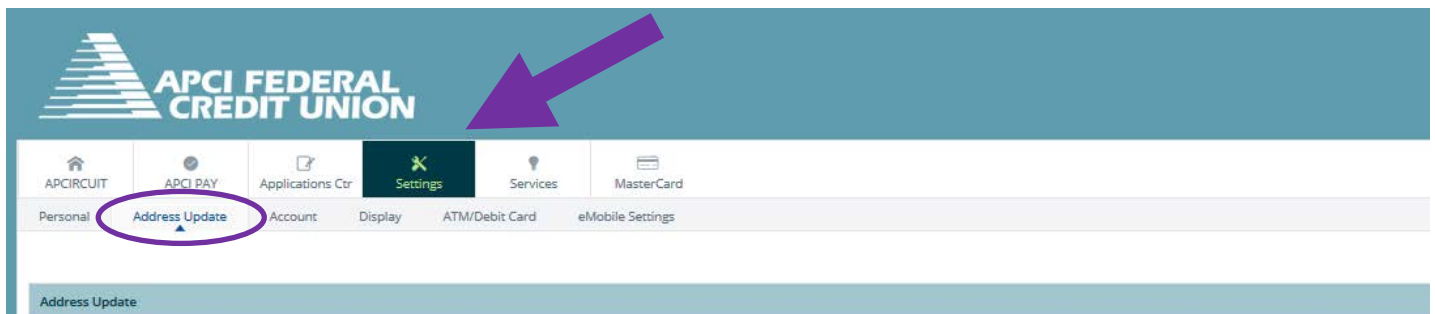
3. **You will then see a screen with fields for you to enter your new physical address. After you have updated your information, click "Submit."**

APCIRCUIT	APCI PAY	Applications Ctr	Settings	Services	MasterCard

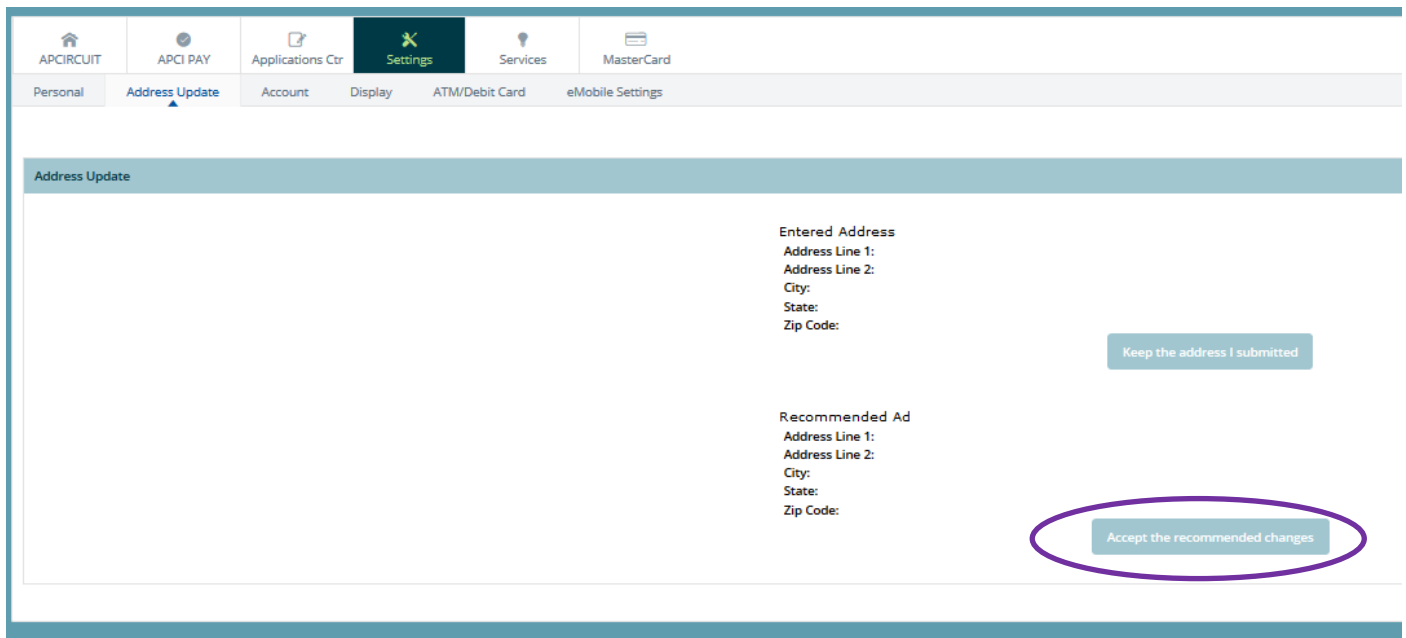| Personal	Address Update	Account	Display	ATM/Debit Card	eMobile Settings

Address Update

Current Physical Address
Address Line 1:
Address Line 2:
City:
State:
Zip Code:

New Physical Address

Address Line 1:

Address Line 2:

City:

State: Please select a state ▼

Zip Code:

Submit

4. You will then be asked to review the address that was entered, and any recommend changes and select "Keep the address I submitted" or "Accept the recommended changes."

IMPORTANT: If your address is in the United States, to comply with USPS standard format, please select "Accept the recommended changes." "Keep the address I submitted" should only be selected if you have an address outside of the United States.

APCIRCUIT	APCI PAY	Applications Ctr	Settings	Services	MasterCard

Personal	Address Update	Account	Display	ATM/Debit Card	eMobile Settings

Address Update
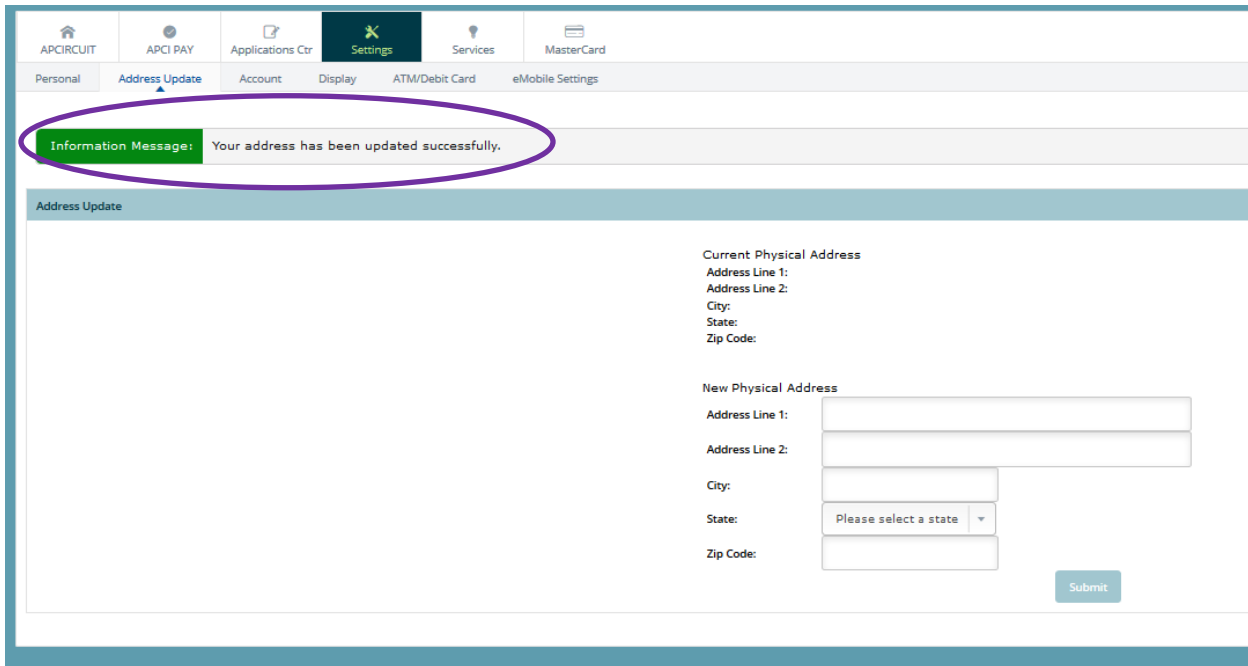
Entered Address
Address Line 1:
Address Line 2:
City:
State:
Zip Code:

Keep the address I submitted

Recommended Ad
Address Line 1:
Address Line 2:
City:
State:
Zip Code:

Accept the recommended changes

5. After clicking on "Accept the recommended changes" a message will appear that confirms: "Your address has been updated successfully."