How to guide

Resetting your password

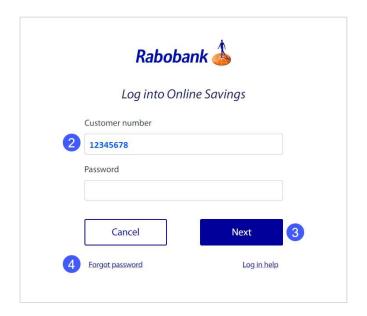
There are slight visual variations for iOS vs Android devices.

Step 1: Navigate to the Internet Banking website login page

Step 2: Enter your customer number for the account you wish to access

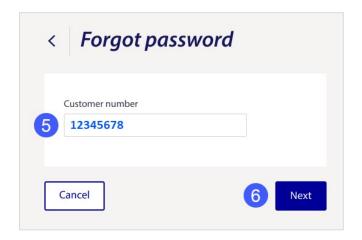
Step 3: Click 'Next'

Step 4: Click 'Forgot Password'



Step 5: Re-enter your customer number

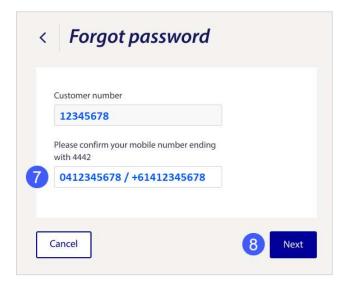
Step 6: Click 'Next'



Step 7: Enter your mobile number

Note: Ensure mobile number used matches the last 4 digits shown on your screen.

Step 8: Click 'Next'



Does the question 'Do you have access to the Secure Code on your device?' appear on your screen?

- ➤ If Yes, go to Step 9 or 10
- ➤ If No, go to Step 19

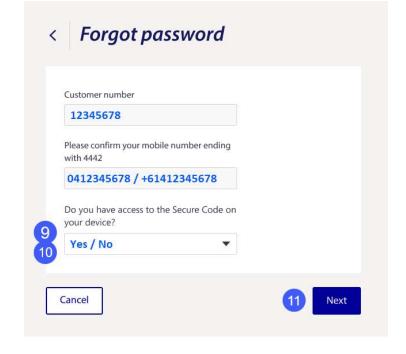
Step 9: If you have access to Secure Code on your device, select 'Yes'

> Follow steps 11-18 and 23-26

Step 10: If you do not have access to Secure Code on your device, select 'No'

Follow steps 11 and 19-26

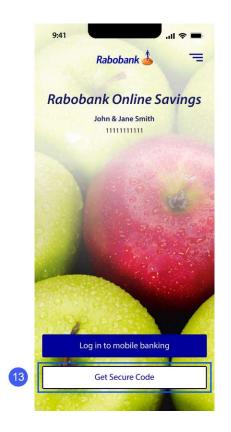
Step 11: Click 'Next'



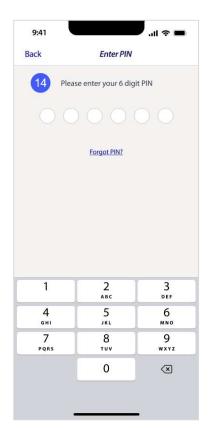
If you have access to your Secure Code

Step 12: Open the mobile app

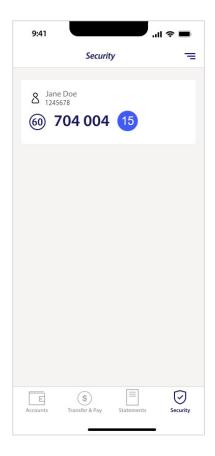
Step 13: Click 'Get Secure Code'



Step 14: Enter the 6 digit PIN



Step 15: View the Secure Code

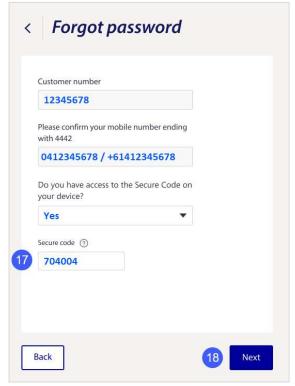


Step 16: Return back to the Internet Banking website

Step 17: Enter the Secure Code from the mobile app

Step 18: Click 'Next'

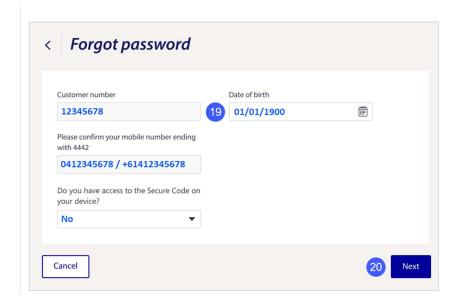
Go to Step 23 if you have access to your Secure Code



If you do not have access to your Secure Code

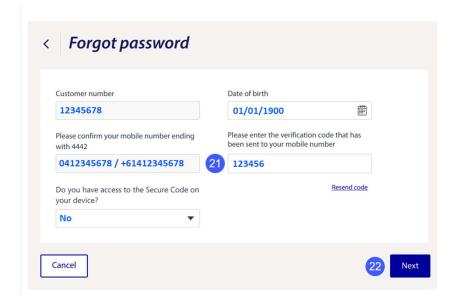
Step 19: Enter your 'Date of birth'

Step 20: Click 'Next'



Step 21: Please enter the verification code received via text message.

Step 22: Click 'Next'.



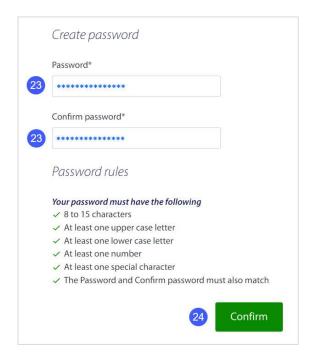
Setting the password once you have been authenticated

Step 23: You will now be able to create a new password

Note: Password criteria must be met as shown under Password Rules. As you meet the criteria, it will show a green tick

Step 24: Click 'Confirm' once done

Note: You may receive an error if you are trying to use a password that has been used before



Step 25: A pop-up will appear to confirm that the password has been reset

Step 26: Click 'Continue' to complete the password reset journey

Note: You will now need to log back in using that newly set password

