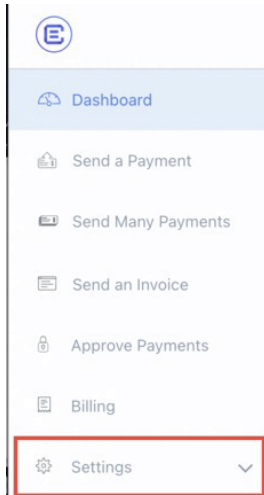
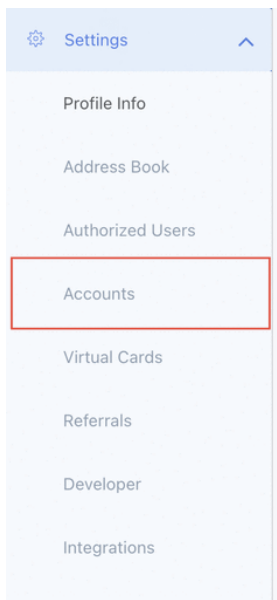


HOW TO ADD A NEW/ADDITIONAL BANK ACCOUNT FOR PAYMENTS

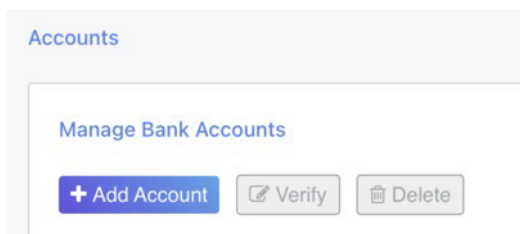
1. Using your internet browser of choice go to the webpage checkbook.io
 - a. Your login is the primary email address on your account.
 - b. Select “Forgot Your Password” to set up a password if you don't have it saved.
2. Go to “Settings” on the bottom left-hand side of the page.



3. When in Settings, click on the “Accounts” tab.



4. When in accounts, click “Add Account”



5. Select “Manual Verification” and follow prompts to enter in your bank account information.
6. Please ensure the “Default” toggle is on for the desired bank account.