



DOWNLOADING VIRTUAL TOKEN (APPLE)

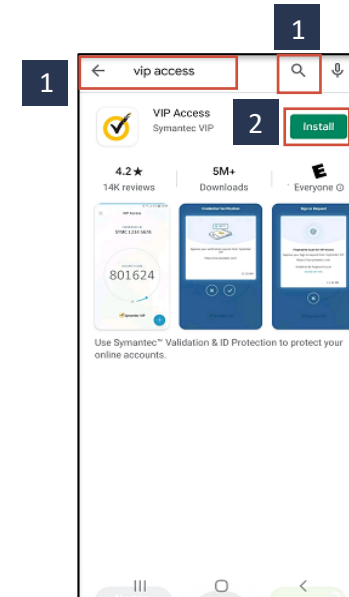
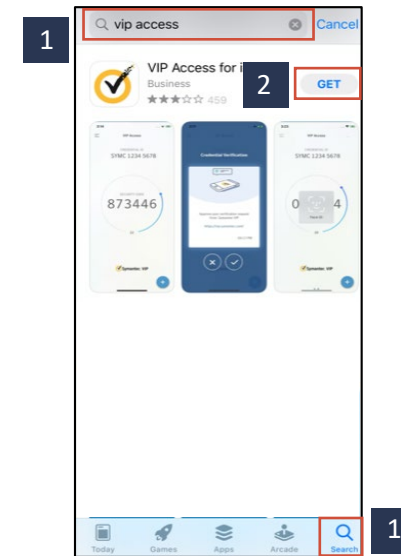
Using your Apple iPhone, access the App Store. 

1. Select the **Search** option, and type **VIP Access** into the search bar. Click Search.
 - VIP Access for iPhone should display within the Search Results.
2. Select **Get** to download the app to your device.
 - Note: You can also select VIP Access for iPhone then choose **Get** from the application's main page.
3. Once the App is installed, it will appear on your phone.

DOWNLOADING VIRTUAL TOKEN (GOOGLE)

Using your Android Smart Phone, access the Google Play Store. 

1. Select the **Search** option, and type **VIP Access** into the search bar. Click Search.
 - VIP Access for Android should display within the Search Results.
2. Select **Install** to download the app to your device.
 - Note: You can also select VIP Access then choose **Install** from the application's main page.
3. Once the App is installed, it will appear on your phone.



VERIFYING VIRTUAL TOKEN

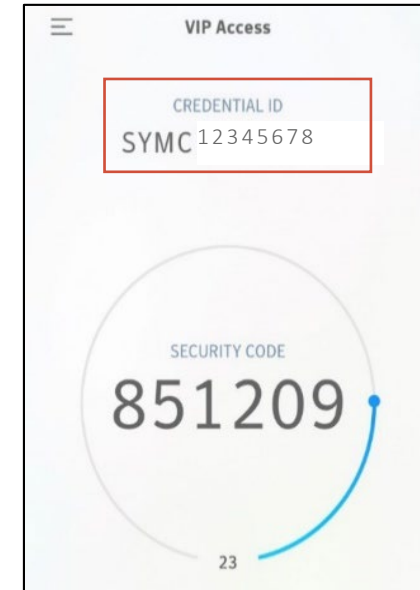
New Users

The Credential ID will need to be entered in your profile. Provide your company admin the Credential ID and they will need to notify Treasury Support at 833.635.9291 to update your profile.

- Note: Only an individual with Admin rights can provide this information to Treasury Support.

Existing Users

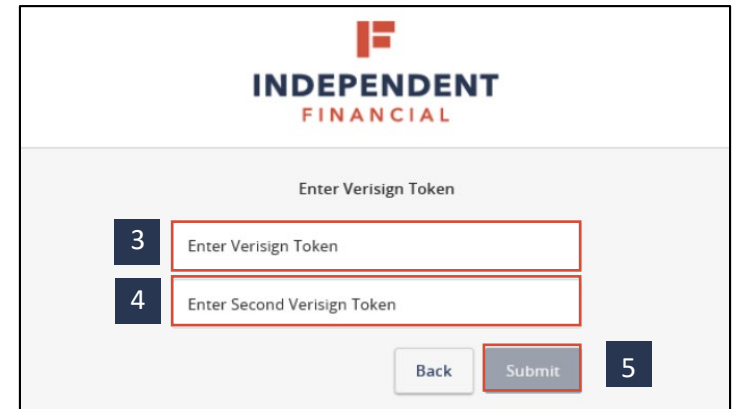
If you get a new device type (example: switching from Apple to Google), you will need to provide Treasury Support with your old Credential ID and new Credential ID. The bank may need to verify user information with your company administrator if you are unable to validate your old Credential ID.



FIRST TIME LOG IN USING VIRTUAL TOKEN

1. Log in to Independent Financial using your desktop or mobile device.
 - Once you have entered your credentials, you will be prompted enter a Verisign Token.
2. Open the VIP Access app on your mobile device.
 - A 6 digit Security Code will be displayed.
3. Enter the security code displayed in the VIP Access app in the **Enter Verisign Token** field on your screen.
4. Wait for a new security code to appear in the VIP Access application. Enter the new code in the **Enter Second Verisign Token** field.
5. Select **Submit**.

Note: Once you have successfully logged in, you will be prompted to enter only one token for future logins.



INDEPENDENT
FINANCIAL

Enter Verisign Token

3 Enter Verisign Token

4 Enter Second Verisign Token

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