FLINT AREA
SCHOOL EMPLOYEES
CREDIT UNION
4411 Calkins RD•P.O. Box 320830•Flint, MI 48532-0015•(810) 720-8300

April 22, 2014

Dear Member,

Thank you for using our Bill Payment Service through A+COMPUTE® Online Banking. Effective May 19, 2014, we are switching to a new Bill Payment provider, CheckFree, the top provider of bill payment services. CheckFree offers streamlined integration with A+COMPUTE®, is accessible through the A+COMPUTE® Mobile Banking application and contains many new features our members have requested.

To assure a smooth transition to CheckFree please note the following:

1. The current vendor will process your payments scheduled for May 19, 2014.
2. You will not be able to access either bill payment service from 2:00 pm on May 19, 2014 until approximately 12:00 pm on May 21, 2014.
3. Beginning May 21, 2014, CheckFree® will process your payments scheduled for May 20, 2014 or later.
4. **Pay careful attention to payments you have scheduled for the week of May 19, 2014. To avoid late payments and ensure delivery by your payment due date(s) alternate arrangements may need to be made to pay any payments during this time since the system will not be available for a few days.**
5. Most of your payee information and scheduled payments will be moved to CheckFree; however certain payees and payee information will not convert.
6. The current vendor does not maintain complete mailing address information for some of your payees; however CheckFree requires this information to process a payment. You will be required to enter the mailing address into the CheckFree system prior to paying a bill to a payee without a complete mailing address.
7. **Prior to May 18, 2014, follow the enclosed instructions and obtain a complete list of your payees and payment history. Review your list of payees and obtain any missing payee information such as your account number, payee address or telephone number.** Then when CheckFree prompts you to enter any payee information it will be handy and you will be ready to enter it.

Please visit our website, www.fasecu.org, to view a short video demonstration of the new system and review a list of frequently asked questions. If you have any questions, please contact our Member Services Department at (800) 369-2786, (810) 720-8300 or (810) 664-5351.

Sincerely,

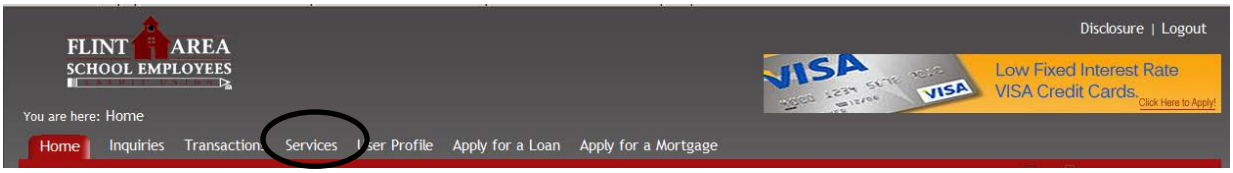
Patrick White

Patrick White, CEO
Flint Area School Employees Credit Union

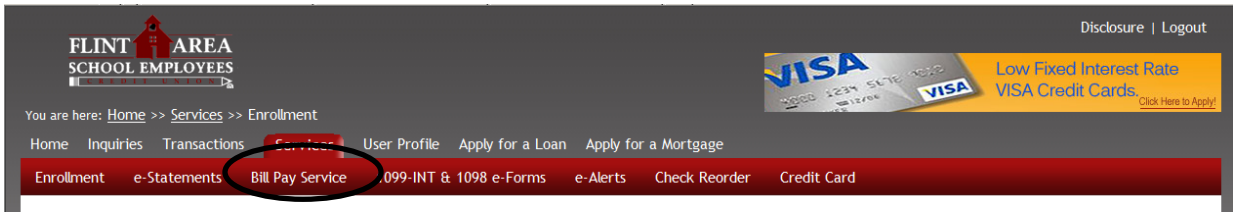
How to Obtain Your List of Payees

1. Log into A+COMPUTE Online Banking.

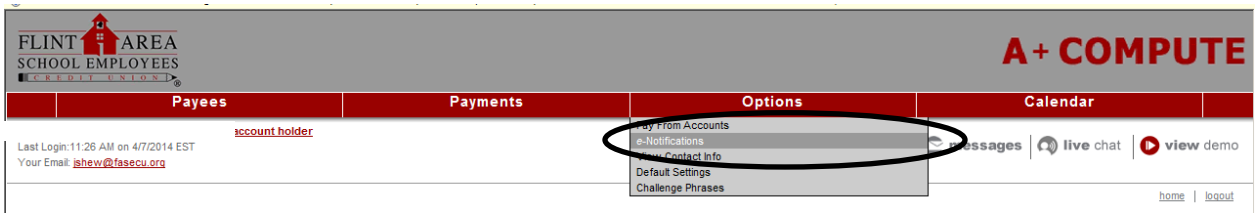
2. Click on the 'Services' tab in the menu bar at the top of the screen.



3. Click on 'Bill Pay Service' from the red menu bar at the top of the screen.



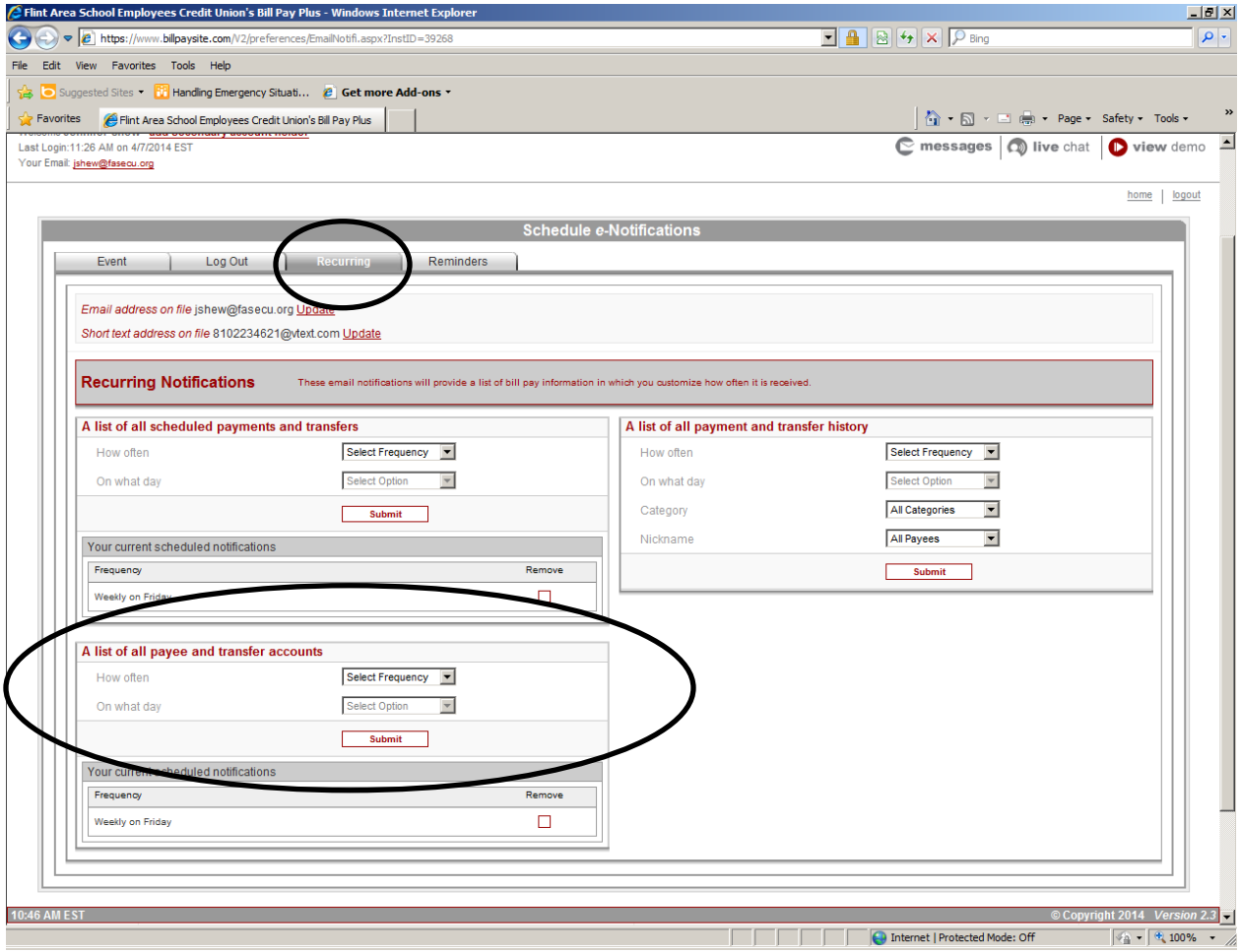
4. The Bill Payment service will be displayed in a pop-up box on your computer. Click on 'Options' in the red menu bar at the top of the screen. Click on 'e-Notifications' from the pull-down menu.



Additional instruction on back

5. In the Schedule e-Notifications box, click on the 'Recurring' tab. Complete the following under the heading "A list of all payee and transfer accounts":

- From the 'How Often' drop down menu, choose 'Weekly'
- From the 'On What Day' drop down menu, choose the day of the week you would like to receive your list of payees. ***Note: Information is sent early each day, so select the next calendar day. Example, if today is Friday select Saturday to receive your information the next day. If you select Friday your information will be sent to you the following Friday.***
- Click on the 'Submit' button.



A list of your payees and the information on file for your payees will be e-mailed to the e-mail address on file for your account. Please review your list of payees, verify that the account number, mailing information and telephone number are correct for each payee. Obtain any missing information from the monthly account statement you receive from the payee and note the updated information on the list (telephone numbers are needed for all payees). Save the list containing your updated information, then if CheckFree prompts you to enter any payee information you can easily find it on your list.