



Instructions

How to Sign Up for Online Banking

Visit [TexasCitizensBank.com](https://www.TexasCitizensBank.com). Navigate to the "Online Banking Center" login portal, located in the top right corner of the page. Select "Sign Up" or "Sign Up Your Business."

Screen 1

- Pop-up box states: "You must have an account at Texas Citizens Bank to register for Online Banking." Select "OK."
- Read the "Internet Banking and Bill Payment Agreement."
- Check box and select "I Agree" to agree to terms and proceed with registration.

Screen 2

- Fill in your personal or business information, including account numbers.
- Check "Billpay" box if you would like to sign up for online Bill Pay.
- Select "Yes" if you would like to receive only electric statements.
- If you selected "Yes," you will be directed to the "Electronic Statement Disclosure," where you will check "I Agree." NOTE: Fields with an asterisk (*) are required fields. Select "Continue."

Screen 3

- Determine your Access ID and Passcode (password) according to the requirements. Choose one security verification question. Select "Continue."

Screen 4

- Verify your enrollment is correct. If it is not, Click "Back" and correct.

If the information is correct, click the "Submit" button.

Personal Accounts: A message thanking you for applying for Texas Citizens Bank, N.A. Internet Banking service will appear. You will be notified when your online access has been activated via an email from Texas Citizens Bank.

Business Accounts: Print page 4 of 4 (Online Internet Banking Enrollment Form), sign, and mail to the Texas Citizens Bank address noted.



[TexasCitizensBank.com](https://www.TexasCitizensBank.com) | 713.948.5700

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