



UPGRADE
**TIMELINE
& CHECKLIST**

**NO LATER THAN
FRIDAY, 1/20/2017**

Read over this Upgrade Guide in its entirety.

Bill pay users: Print a copy of all payees from the current system. This may be needed in the event that some payee data does not transition to the upgraded It'sMe247 Bill Pay system.

Online banking: Save or print all statements stored in online banking. Statements will not transition to the upgraded It'sMe247 Online Banking.

TUESDAY, 1/24/2017

Bill pay users: Last day to schedule a payment in the current bill pay system, with a pay date no later than Tuesday, 1/31/2017.

WEDNESDAY, 1/25/2017

Bill pay goes offline. Payments previously scheduled will be made through Tuesday, 1/31/2017.

THURSDAY, 1/26/2017

Prepare for Shared Branching blackout and COPFCU branch closures. Shared Branching services will not be available from 1/30/2017 to 2/1/2017. COPFCU branches will be closed 2/1/2017 and 2/2/2017.

MONDAY, 1/30/2017

All Shared Branching services go offline. You will be unable to perform transactions at any Shared Branching location.

TUESDAY, 1/31/2017

As of 5 PM EST, the following COPFCU services will go offline: online banking, bank-by-phone and mobile banking.

ACH deposits scheduled for 2/1/2017 will be posted prior to systems going offline. Note: This is dependent upon ACH transmitter's sending of file. If deposit file is not received by 5 PM EST on 1/31/2017, ACH deposits cannot be posted.

Mastercard Debit Cards will be operational with a \$500 daily signature purchase limit and a \$300 daily PIN withdrawal limit.

Visa Credit Cards will be fully operational.



WEDNESDAY, 2/1/2017
All COPFCU branches are CLOSED while systems are upgraded.

THURSDAY, 2/2/2017

All COPFCU branches are CLOSED while systems are upgraded.

Shared Branching services resume. To find the Shared Branching location nearest you, visit sharedbranching.org or call 1-888-748-3266. Note: You must have your COPFCU account number and driver's license for service at a shared branch.

FRIDAY, 2/3/2017

All COPFCU branches open.

CU Talk Bank-by-Phone system will be available at 1-844-891-0909.

It'sMe247 Online Banking and Mobile Web: Log in using first-time login instructions.

Contact COPFCU to set up bank-to-bank transfers previously set up in online banking. These transfers will need to be set up in the upgraded It'sMe247 Online Banking.

Bill pay users: Verify all payees have transitioned to the upgraded It'sMe247 Bill Pay. Re-enter any payee data that did not transfer.

SATURDAY, 2/4/2017

All COPFCU branches will be OPEN from 9 AM to 1 PM EST

New Android™ mobile banking app will be available from Google Play™. First, delete the current COPFCU mobile app. Then, search for "COPFCU Mobile" and log in using same credentials as It'sMe247 Online Banking.

MONDAY, 2/6/2017

New Apple® mobile banking app will be available for download. The app should update automatically. If not, search for "COPFCU Mobile" and log in using same credentials as It'sMe247 Online Banking.