

# INSTANT ACCESS

## TELEPHONE TELLER USER GUIDE

770.621.5410 • 800.226.3584

**GEORGIAUNITED®**  
CREDIT UNION

Access to your accounts is just a call away with Georgia United's automated telephone service. With our free 24-hour Instant Access Telephone Teller you can conveniently check your account balance, hear recent transactions, request a withdrawal and transfer funds with any touch-tone telephone.

The order of the prompts may have changed. Please do not enter your member number until prompted.

To return to previous menu, press #.

To end call, press \*.

### ACCOUNT BALANCE: PRESS 1

- ▶ Deposit Account Balance 1
- ▶ Loan/VISA Balance 2

### ACCOUNT HISTORY: PRESS 2

- ▶ Recent Transactions 1
- ▶ Loan Accounts 2
- ▶ Last Payroll Deposit 3
- ▶ Deposit History 4
- ▶ Detailed Transactions 5
  - ▷ Cleared Checks 1
  - ▷ ACH 2
  - ▷ POS 3
  - ▷ Debit Card 4
  - ▷ ATM 5
  - ▷ Loan Payments 6

### WITHDRAWALS BY CHECK: PRESS 3

- ▶ From a Deposit Account 1
- ▶ Loan Advance 2

### TRANSFERS: PRESS 4

- ▶ Primary Savings to Checking 1
- ▶ From One Deposit Account to Another Deposit Account 2
- ▶ Make a Loan Payment 3
- ▶ Loan Advance to Savings/Checking 4

### CHECKING: PRESS 5

- ▶ Account Balance 1
- ▶ History 2
- ▶ Specific Cleared Check 3
- ▶ Range of Cleared Checks 4
- ▶ Check Copy Request 5
- ▶ Stop Payment Request 6
- ▶ Recently Cleared Checks 7

### LOANS: PRESS 6

- ▶ Loan Balance 1
- ▶ Loan Payment Inquiry 2
- ▶ Loan Payment History 3
- ▶ Loan Payoff Inquiry 4

### OTHER OPTIONS: PRESS 7

- ▶ Change Preferences: 1
  - ▷ Change Security Code 1
  - ▷ Change Number of History Transactions in a Group 2
- ▶ Year-to-Date Menu 3
- ▷ Deposit Account Dividends 1
- ▷ Loan Finance Charges 2