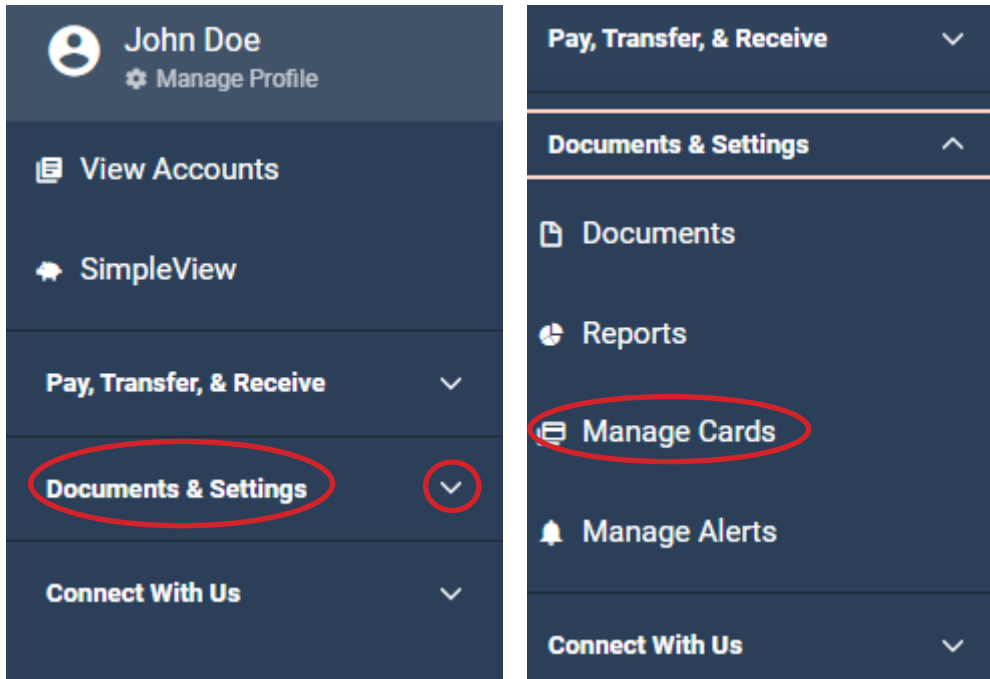


## SUBMIT A TRAVEL NOTIFICATION

### STEP ONE | NAVIGATING TO MANAGE CARDS

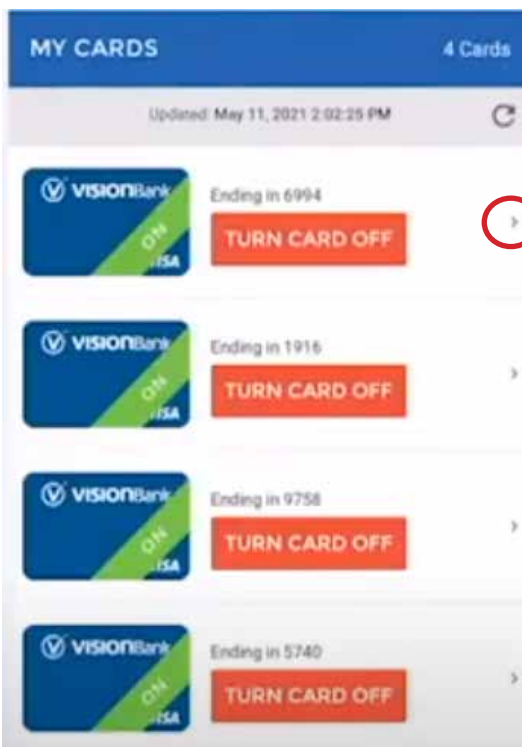


Click 'Menu' found in the bottom left of our mobile app.

*Please note, if you are logging in through desktop the menu options will automatically show.*

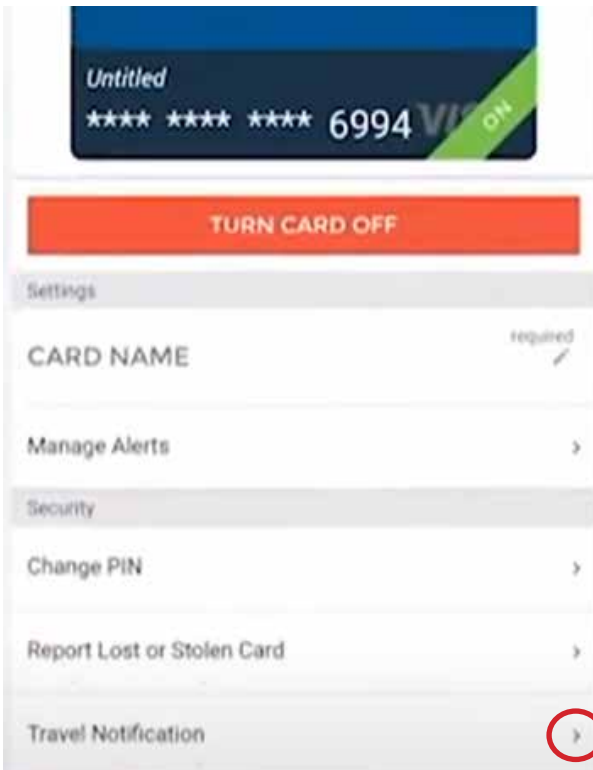
Click the down arrow to expand 'Documents & Settings' then click 'Manage Cards.'

### STEP TWO | SELECT YOUR CARD



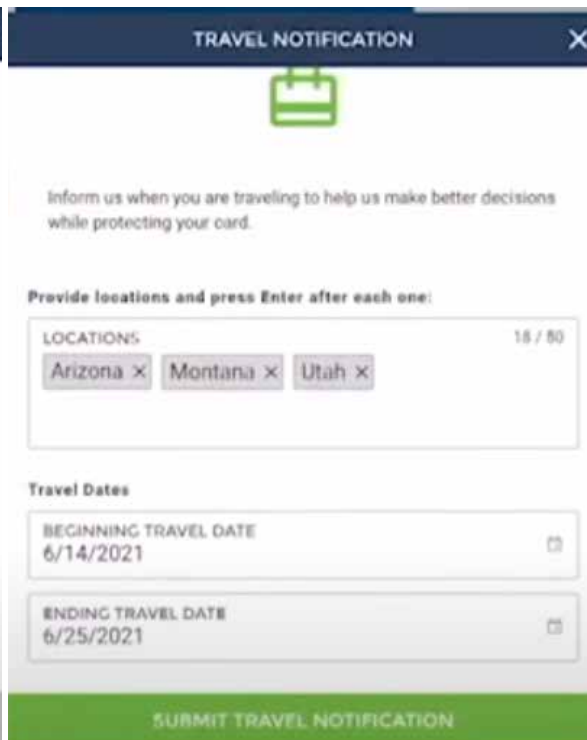
Find the card you want to submit a notification for, then click the arrow to the right of it.

## STEP THREE | SUBMIT TRAVEL DETAILS



Scroll down to 'Travel Notification' found under the Security section.

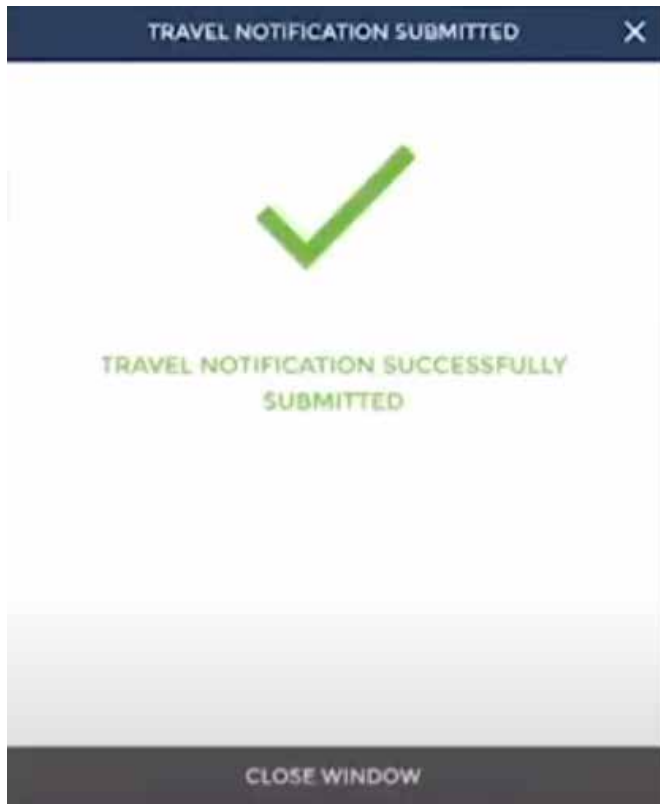
Then, click the arrow found to the right of 'Travel Notification.'



Fill out the following information:

- Location(s) you are traveling.
- Beginning Travel Date
- Ending Travel Date

Confirm the information you entered is correct, then click the green 'Submit Travel Notification' button.



If you have successfully submitted a travel notification, you will receive this notice on your screen.

Please contact our Customer Service team at 701.364.2020 or email us at [cs@visionbanks.com](mailto:cs@visionbanks.com) with any questions or concerns.