



SUMMARY

SFFCU allows you to conveniently apply for secondary share accounts (a.k.a. a sub-account) to help you manage your finances. Here's how...

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HOW TO APPLY FOR A SECONDARY SHARE ACCOUNT

Mobile Version

LOGIN TO YOUR SFFCU ACCOUNT

- Tap the **Applications** widget icon.
- Tap the **Applications** button to start the application process.
- Once the Welcome screen appears, click the **Start a new application** button.

ENTER THE DETAILS OF YOUR ACCOUNT

- Scroll to select **Personal Account** under the **Open an Account** section.
- Scroll to choose the type of share account you wish to open – **Secondary Share Account** or **E-Share Account** (tap the "+" symbol). Click **Continue**.
- Complete the questions about your account and submit the application.

ONCE APP IS SUBMITTED – SEND DOCUMENTS OR VIEW/SEND MESSAGES

- Tap the **Applications** widget icon.
- Tap the **Applications** button.
- Once the Welcome screen appears, scroll to view **Your Recent Applications** and select the correct application:
 - Tap **View or Upload documents** (must be in a .PDF or .JPG format.)
 - Tap **View* and Send Messages** to/from SFFCU.

**Members receive an email indicating they have a message from SFFCU and instructing them to go into their online account to view the message.*