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DOWNLOADING VIRTUAL TOKEN (APPLE)

Using your Apple iPhone, access the App Store.

1. Select the **Search** option, and type **VIP Access** into the search bar. Click Search.
   - VIP Access for iPhone should display within the Search Results.
2. Select **Get** to download the app to your device.
   - Note: You can also select VIP Access for iPhone then choose **Get** from the application's main page.
3. Once the App is installed, it will appear on your phone.
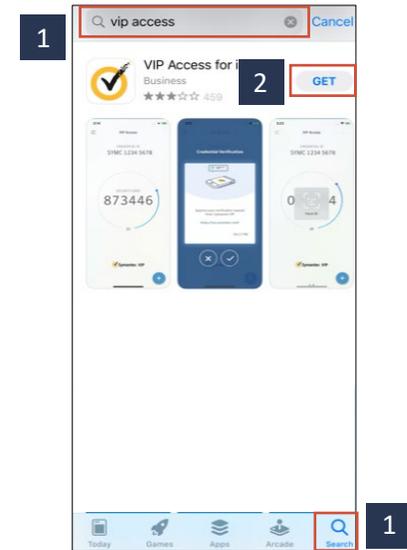
DOWNLOADING VIRTUAL TOKEN (GOOGLE)

Using your Android Smart Phone, access the Google Play Store.

1. Select the **Search** option, and type **VIP Access** into the search bar. Click Search.
   - VIP Access for Android should display within the Search Results.
2. Select **Install** to download the app to your device.
   - Note: You can also select VIP Access then choose **Install** from the application's main page.
3. Once the App is installed, it will appear on your phone.

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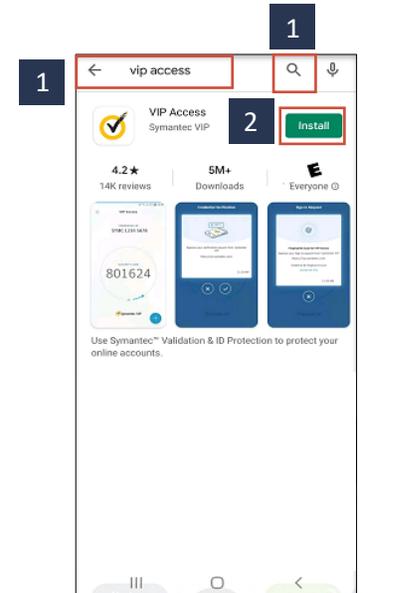
VERIFYING VIRTUAL TOKEN

New Users

The Credential ID will need to be entered in your profile. Provide your company admin the Credential ID and they will need to notify Treasury Support at 833.635.9291 to update your profile.

- Note: Only an individual with Admin rights can provide this information to Treasury Support.

Existing Users

If you get a new device type (example: switching from Apple to Google), you will need to provide Treasury Support with your old Credential ID and new Credential ID. The bank may need to verify user information with your company administrator if you are unable to validate your old Credential ID.

VIP Access

CREDENTIAL ID
SYMC 12345678

SECURITY CODE
851209

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