

Logging in for the First Time

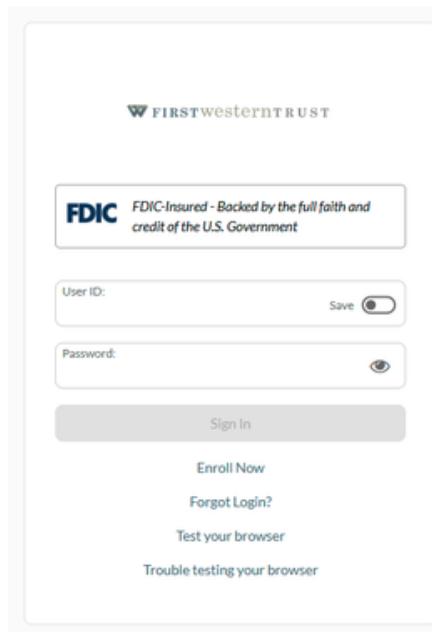
MYFW Digital Business Banking Platform Guide

This guide provides a detailed, step-by-step procedure for accessing your business online banking platform for the first time. If you have any questions or need additional assistance, please reach out to your Private Banker for support.

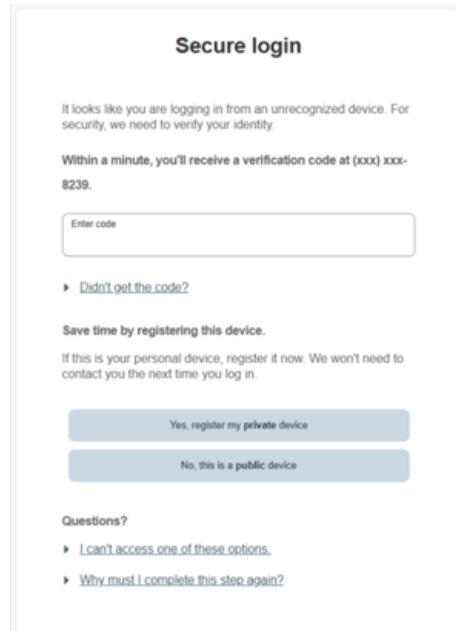
Initial Setup

Once your profile has been created by your Administrator, you will receive two emails from FirstWesternBanking@myfw.com.

- **Email 1:** Includes your temporary username.
- **Email 2:** Includes your temporary password and a link to our digital business banking platform.
 - **NOTE:** These credentials will expire in 30 days.
- Click on the link and type in the temporary username and temporary password - click **Sign in**.



- Secure login page: To verify your login, click on **Call me**. You will receive a phone call from First Western Trust. Enter the six-digit code provided on the secure login page.

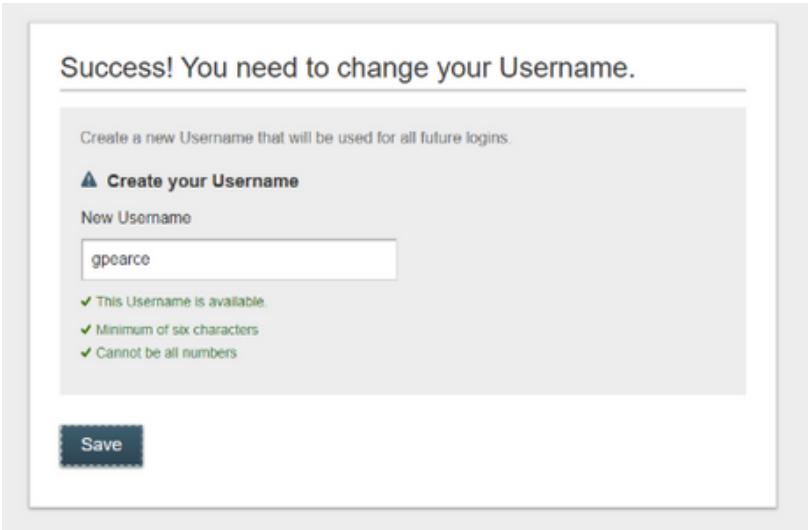


The screenshot shows a 'Secure login' page. It informs the user that they are logging in from an unrecognized device and need to verify their identity by receiving a verification code. A text input field is provided for entering the code. Below the input field are two links: 'Didn't get the code?' and 'Save time by registering this device.' A note says that if it's a personal device, registering it now will save time on future logins. Two buttons are available: 'Yes, register my private device' and 'No, this is a public device.' At the bottom, there are links for 'Questions?' and troubleshooting: 'I can't access one of these options.' and 'Why must I complete this step again?'

Changing Username and Password

The next page will allow you to create your own username and password.

- Username: It must be six characters and cannot be all numbers.



The screenshot shows a success message: 'Success! You need to change your Username.' Below this, a note says to create a new Username for future logins. A section titled 'Create your Username' contains a 'New Username' input field with the value 'gpearce'. Below the input field, three validation messages are listed: 'This Username is available.', 'Minimum of six characters', and 'Cannot be all numbers.' A 'Save' button is at the bottom.

- Password: Enter the temporary password from the email you received and set up a new one.
 - Follow the password requirements under New Password.

Success! You need to change your password.

Temporary password

SHOW

New password

SHOW

► Minimum of 10 characters

► Maximum of 32 characters

► Minimum of 1 letter

► Minimum of 1 number

► Minimum of 1 special character

A special character is any one of the following:

! @ # \$ % ^ & * _ + - = () { | } { ; : , . / ? ~ \ ^

Retype password

SHOW

► Passwords must match

Update password

- Click **Update password**. You have successfully signed in to your business banking platform!

Questions?

Please reach out to your Private Banker for support.