



# How do I log on to Internet Banking

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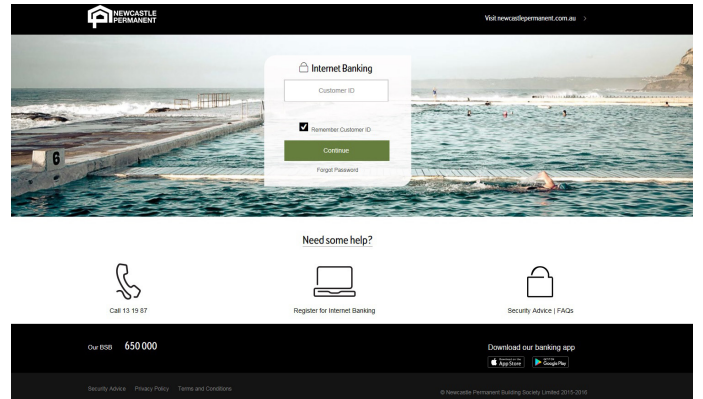
To access our Internet Banking service, click the LOG ON button on our website: [www.newcastlepermanent.com.au](http://www.newcastlepermanent.com.au)

Personal and Business Members now use the same log on screen to enter their Customer ID and Password. There is also an option to 'Remember Customer ID', for future Internet Banking sessions.

For Business Members, when logging on to Internet Banking, you will see two fields on the log on screen:

1. Navigate to log on screen
2. Enter 'CustomerID.UserID' (this is your Business Member Number\* and User ID separated by a full stop) . For example, if your Business Member Number is 12345678 and your User ID is Business 1, then your Customer ID will be 12345678.Business 1
3. Click 'Continue'
4. Enter your existing Access Code (6 digits) in the password field
5. Read and accept the Terms and Conditions
6. Set and confirm your new password
7. You will need to then log on again using the new password details

\*Please note that your Member Number must be eight digits.



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