Online Banking
Quick Steps for QuickBooks Users.

For Mac Users:

Set Up an Account for Online Banking (Web Connect).

1. Log in to online banking with Gate City Bank.
2. Download your transactions.
3. If you are given a choice for your download format, choose **Quicken Web Connect (*.QFX)**, and save the file to your computer.

> **Note: These instructions assume you will save the download to your computer. If you "open" it instead, your browser should open Quicken and begin to import the transactions. If you plan to open the file directly, we recommend that you have your Quicken data file open in Quicken before you begin Step 2.**

4. Open Quicken, then choose **File > Import > Bank or Brokerage File (OFX, QFX)**. You will see an import dialog.
5. Navigate to and select the file you downloaded in Step 2. Click **Open**.
6. Click **Link an Existing Account** if you have an appropriate account in the account list. If you don't have an account yet, click **Create a new account** and enter a nickname for that account.
7. Click **Import**.
8. Click **OK** to confirm and finish.

For Windows Users:

Set Up an Account for Online Banking (Express Web Connect).

1. Choose **Tools > Add Account**.
2. Select the type of account you want to set up.
3. After you select your account type, you will see the financial institution selection screen. Type **Gate City Bank** to filter the list.
4. When you see **Gate City Bank** in the filter results, select it and click **Next**.
5. Quicken will now display a login screen. Type the credentials you use to log in to Gate City Bank online banking, and follow the prompts to add your accounts to Quicken.

> **Note: During the Express Web Connect setup, you may be asked to enter your Multi-Factor Authentication (MFA) information. This could be a series of security questions, a one-time passcode or other verification.**

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