

## Change ACH Information

Go to: <https://www.fdicconnect.gov>

- Sign-in
  - Press continue
  - If the "Assessment Actions" transaction is turned on, go to Step 1 below
  - Select "Coordinator Functions" from the FDIC*connect* Business Center Menu
  - Select "Manage Transactions"
  - Click on the radio button (in the select column) next to "Assessment Actions"
  - Click the "Manage Transaction Users" button at the bottom of the screen
  - Select "Execute" in the "Privileges" column next to your name
  - Click the "Update Privileges" button on the bottom of the screen
  - Select "Menu" (in the upper right corner) to return to the Business Center Menu
1. Select Deposit Insurance Assessment
  2. Select Assessment Actions
  3. Click the tab "Update ACH Information"
  4. Complete the required elements on the screen
  5. Place a checkmark in the Acknowledgment Box at the bottom of the screen
  6. Press Submit

If you need assistance, please contact the FDIC*connect* Helpdesk at 877-275-3342 (Select Option 5) or 703-516-1069 or email [fdicconnect@fdic.gov](mailto:fdicconnect@fdic.gov).