advia
credit union

SmartPay

Getting Started

Step 1: If you access Remote Check Deposit via Digital Banking, this new MFA solution does not apply to you. This only applies to users that access the Remote Check Deposit site directly.

Step 2: On your personal mobile device open your Apple App Store or Google Play Store and search for VIP Access and install.

Step 3: Log into SmartPay Business using your login credentials

Step 4: You will then be prompted to register your Secure Token. Click Yes to register!

Step 5: Access your VIP Access App on your device. You will be provided with a Credential ID and Security Code. Enter your Credential ID where it's asking for Device Serial Number and enter the Security Code in the Token Code and click Submit.

Step 6: Your Token has been registered. Next time you log into SmartPay you will only be asked to provide a Secure Token.

Note: If at anytime the VIP Access App needs to be re-installed on an existing device or installed on a new device, please contact our Commercial Services team at 844.238.4228 ext. 2570