

MICROSOFT MONEY 2005 – 2007 UPGRADE INSTRUCTIONS

As Arizona Federal completes a system migration, you will need to modify certain information in your Microsoft Money software to ensure a smooth transition of your data. You must complete the following steps *after* the conversion date: April 12, 2007.

It is important that you perform the following instructions exactly as described and in the order presented. If you do not, your PFM Banking service may stop functioning properly.

If you have any questions regarding these instructions, please contact us at 602-683-1088. An electronic services consultant will be available to assist you from 9:00 a.m. to 7:00 p.m., Monday through Friday or from 9:00 a.m. to 1:00 p.m. on Saturday.

Microsoft Money 2005 - 2007

STEP A.

BACK UP YOUR CURRENT MONEY DATA

From the Microsoft Money menu choose **File**, then **Backup**.

STEP B.

PERFORM INTERNET UPDATE / MERGE ACCOUNTS

1. On the **Tools** menu, point to **Internet Updates** and then click **Update Now**.
2. Check the **Download cleared transactions** option.
3. Enter the Direct Connect User ID and PIN and click **Update**.