



ACCESS YOUR ACCOUNT INFORMATION ONLINE!

Follow these simple steps to begin viewing your Self-Directed IRA account online:

- 1) The first time you log in to your online account, you cannot use a public computer (hotels, airports, libraries, or cafe). You must use a private computer (home or work).
- 2) On Central Bank's Self-Directed IRA web page, click the link that says "Log in to Your Account". Please read the notice and "Accept" to proceed to the secure site we use to host Self-Directed IRA accounts (<https://innovue21.innovestsystems.com/cbu>).*
- 3) Once on the Self-Directed Retirement Services secure log on page, select Private/Trusted computer, and enter your User Name (please call our office for this information if you do not already have it).**
- 4) Read the "Terms and Conditions of Use Statement" and accept to continue. Upon accepting, a confirmation email will be sent to your registered email address.
- 5) Open the confirmation email and click on the link to confirm access to your account online.
- 6) Clicking the link will open a new browser window. Click "Log On" in the top, right corner and follow the sign in procedure from step #3 above.
- 7) Upon logging in, you'll be prompted to change your password. Passwords must contain 8 - 20 characters and include at least 1 letter, 1 number and 1 special character (!, #, @, %, etc.).
- 8) Lastly, please click on "My Account" at the top, right to edit your personal information. This will allow you to reset your own password and use a public computer based on a security question and image you'll select.

When logged in, you'll see 4 tabs: Portfolio, Analysis Tools, Reporting, and Charts. Each tab provides different information about your account(s), including the ability to view your statements online.

If you have any questions, please contact Lori Pullan at 801-655-2126 or lpullan@cbutah.com.

*You may be required to make this a "Trusted Site" under your browsers internet tools. Chrome, Firefox and Internet Explorer are supported for Windows operating systems. Chrome, Firefox and Safari are supported for the MAC. You can also access your account using an iPad or iPhone.

**Please note User Names and Passwords are case sensitive.