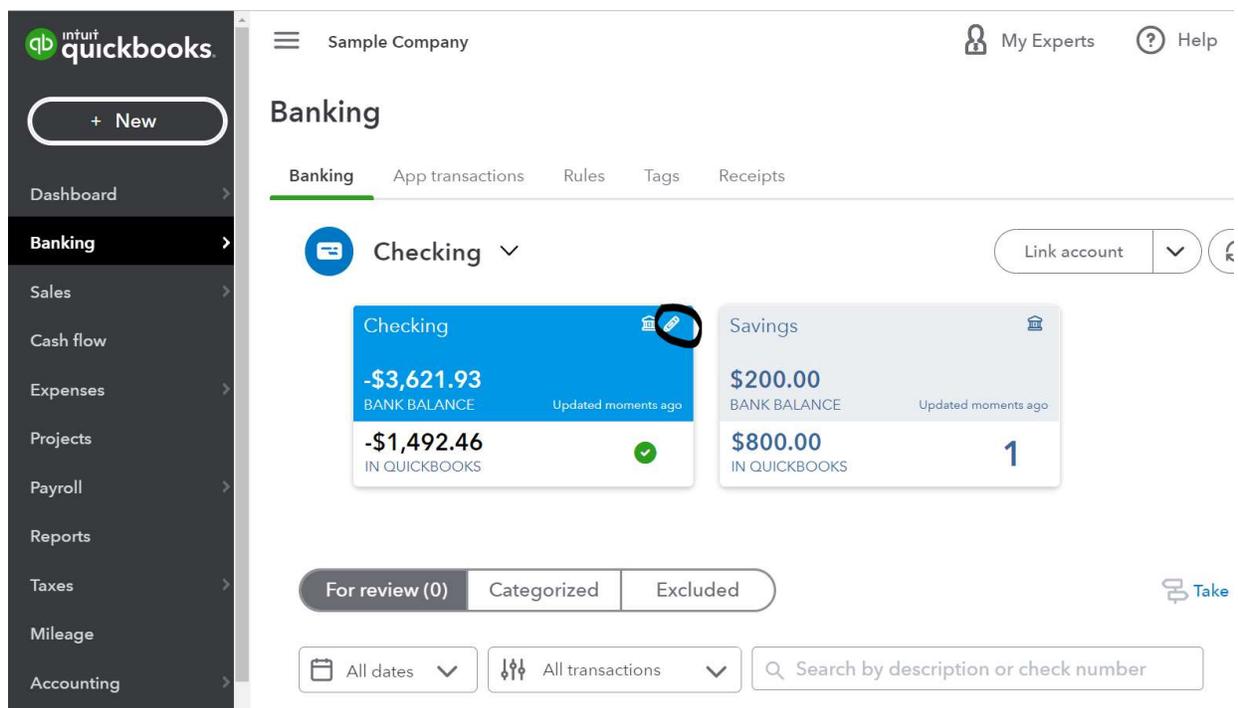


How to Reconnect Your Bank Account to QuickBooks Online

Step 1: Disconnect the previous bank feed connection

- Select Banking (Transactions) on the left menu
- Click the pencil icon from the highlighted bank account box



The screenshot shows the QuickBooks Online interface for a company named "Sample Company". The left-hand navigation menu is visible, with "Banking" selected. The main content area displays the "Banking" section, showing two bank accounts: "Checking" and "Savings". The "Checking" account has a balance of -\$3,621.93 and -\$1,492.46 in QuickBooks. The "Savings" account has a balance of \$200.00 and \$800.00 in QuickBooks. A pencil icon is circled in the top right corner of the "Checking" account box, indicating the option to edit the account information. Below the account boxes, there are filters for "For review (0)", "Categorized", and "Excluded", along with a "Take" button. At the bottom, there are filters for "All dates", "All transactions", and a search bar for "Search by description or check number".

- Select "Edit account info"
- Check the box "Disconnect this account on save" and hit "Save and Close"
 - Note that this does NOT delete your bank account data. It simply disables the old connection to the bank
 - Perform this step for any bank accounts you need reconnected on the new platform

Sample Company My Experts Help

Account

Bank

Checking

*Detail Type

Checking

Description

Use **Checking** accounts to track all your checking activity, including debit card transactions.

Each checking account your company has at a bank or other financial institution should have its own Checking type account in QuickBooks Online Plus.

Is sub-account

Enter parent account

Balance

1,201.00

Connected to

Checking at Example Bank U.S.A.

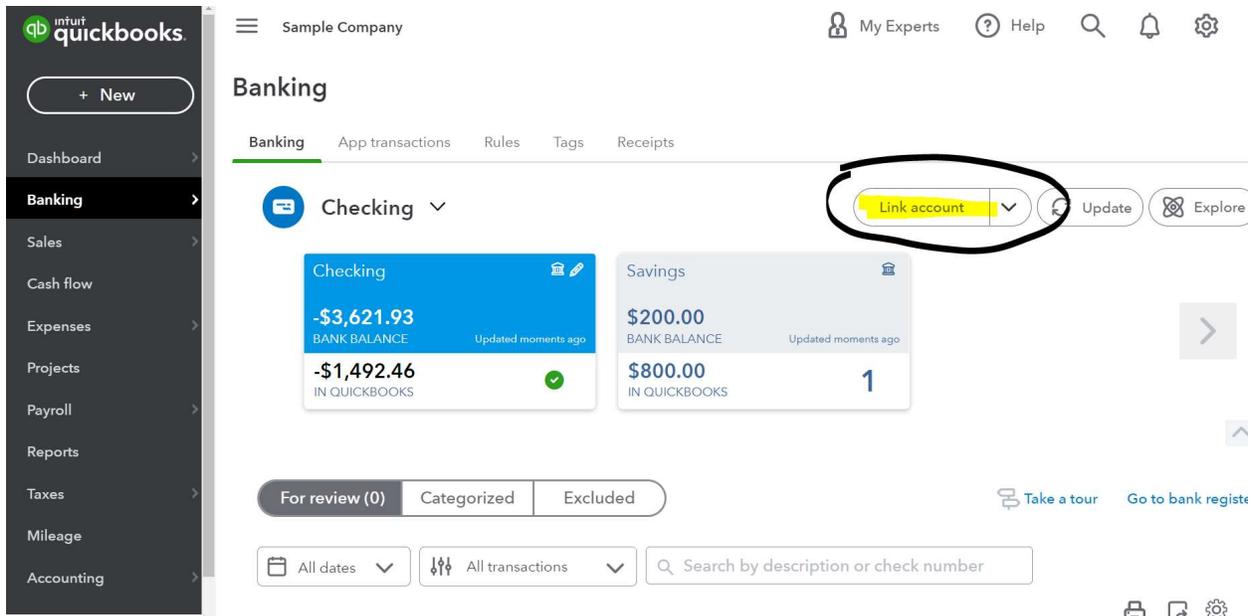
Disconnect this account on save

Cancel Save and Close

- The previous account(s) will no longer show up on the Bank Feed

Step 2: Link the account with the new connection

- Select "Link Account" from the Banking (Transactions) screen
 - If you only had a single account connected previously, your screen will look slightly different - select the green "Connect Account" button instead



- If your bank account is through the business online platform (Net Teller), type in **“Glacier Family of Banks”** and select the first option that appears

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