

## How To Place Travel Notes On Your Carolina Trust VISA Account

We know you may do some traveling throughout the year, which is why Carolina Trust has created a guide on how to place Travel Notes on your Carolina Trust Visa credit card account, without having to contact the Credit Union. Please note, at this time, Travel Notes is only accessible via desktop or laptop devices. If you have any questions, please contact us at 843.448.2133 ext. 3.

- (1) Log in to your online banking account. Once you are in online banking, click on “Visa Account” in the left side menu and open in a new window.



A notification pop-up may occur; if so, please click, “I agree.” The new browser will open to the Visa Credit Card Information page.

#### Notification

This service will open in a separate tab or browser, leaving the Carolina Trust Online Banking site and opening another site for information or access. This is done to optimize viewing and processing. Please ensure popup blockers are disabled, and sign out from this service when finished. Logging out of online banking will not automatically close this associated service tab or window or prevent the viewing of or access to your personal information.

I agree [Stay on the CU web site](#)

- (2) Click on Communications> Travel Notes and then select your credit card.



- (3) Follow the prompted instructions.
  - You will be asked to enter the last four digits of your social security number
  - Click Submit
  - Enter the first 5 digits of the zip code associated with the primary member’s address
  - Complete Travel Notes
- (4) You will be asked a series of questions about your upcoming trip.
  - Departure Date
  - Return Date
  - Whether you’re traveling domestically or internationally
  - Where you are traveling to
- (5) Click submit and then close the page. You will be redirected back to the Carolina Trust Visa Credit Card account home page.

**Please remember to verify your contact information is up-to-date and accurate. Our Card Services Department will contact you at the phone numbers listed on your account if fraud occurs on your Carolina Trust VISA credit card.**