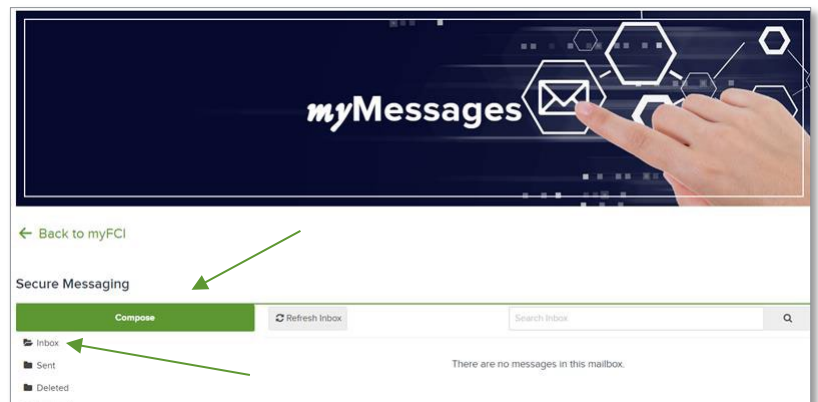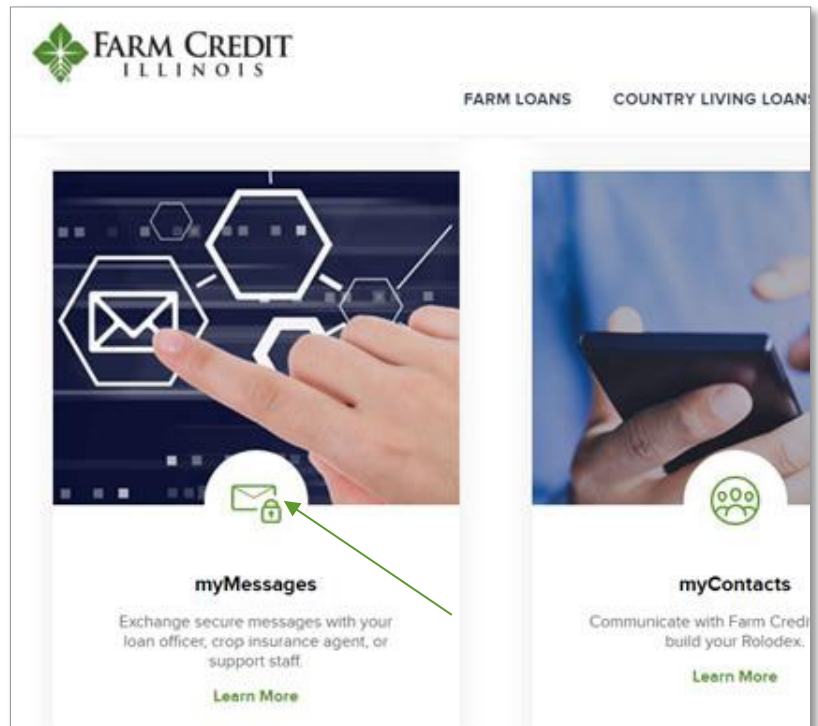**Secure Messaging** allows for two-way communication between you and Farm Credit Illinois. Since the message is delivered securely, sensitive material can be included.

To talk to your local regional office staff, upload important loan documents, or inquire about specific account information, use *my*Messages in *my*FCI.

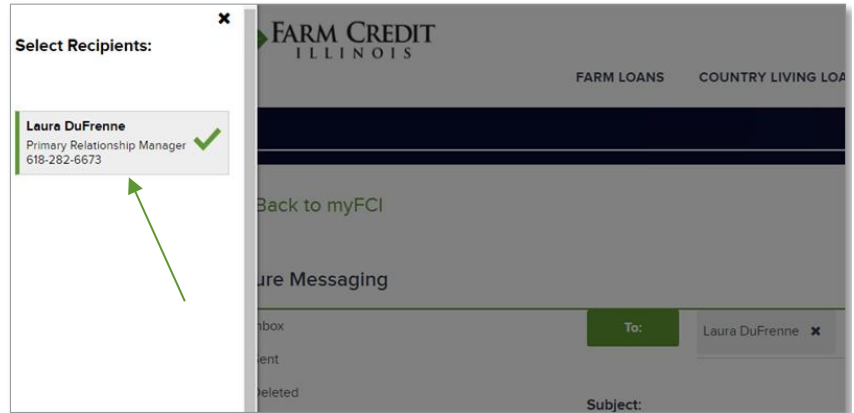For questions specific to *my*OnlineBanking, use the Messages option within *my*OnlineBanking.
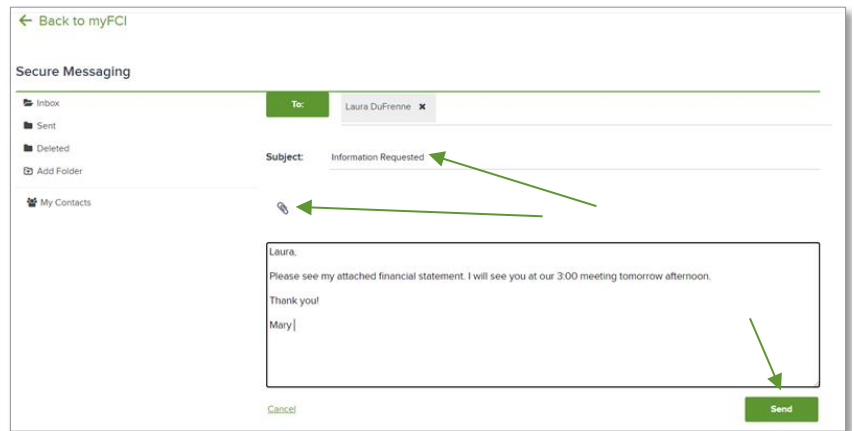
*my*Messages within *my*FCI

1. On the home screen of *my*FCI, click the *my*Messages tile in the top row.

2. Click 'Inbox' to review messages sent to you by regional office staff.

3. Click 'Compose' to send a new message.

4. Select a 'To' field.

5. Select your desired contact from available options.

Select Recipients: ✕

Laura DuFrenne
Primary Relationship Manager
618-282-6673 ✓

FARM CREDIT
I L L I N O I S

FARM LOANS   COUNTRY LIVING LOA

Back to myFCI

ure Messaging

nbox   To: Laura DuFrenne ✕

ent

eleted   Subject:

6. Enter the 'Subject' and attach documents if needed by selecting the 'Paperclip' icon, then populate your message in the text box.

← Back to myFCI
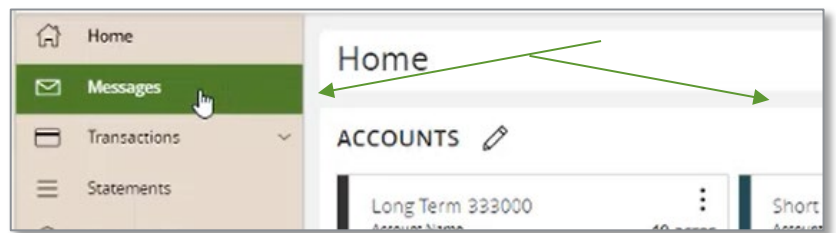
Secure Messaging

📁 Inbox   To: Laura DuFrenne ✕
📁 Sent
📁 Deleted   Subject: Information Requested
📁 Add Folder
👥 My Contacts   📎

Laura,

Please see my attached financial statement. I will see you at our 3:00 meeting tomorrow afternoon.

Thank you!

Mary

7. Click 'Send' to submit the message.

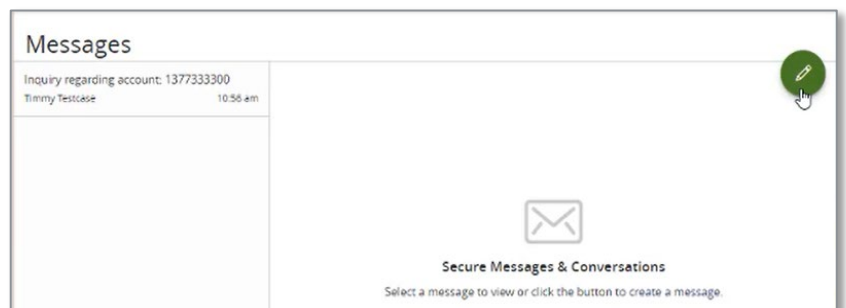Cancel   Send

Messages within *my*OnlineBanking

1. Select the 'Messages' menu.

NOTE: Both incoming and outgoing messages will appear in the column directly to the right of the menu in descending date order (newest on top).

🏠 Home

✉ Messages

▭ Transactions ⌄

≡ Statements

Home

ACCOUNTS ✎

Long Term 333000   ⋮   Short

2. Click 'Pencil' icon on the right side of the screen.

Messages   ✎

Inquiry regarding account: 1377333300
Timmy Testcase   10:56 am

✉

Secure Messages & Conversations
Select a message to view or click the button to create a message.

3. Enter the desired 'Message recipient.'

NEW MESSAGE

Message recipient

Need Help with Online Banking   ⌄

4. Enter the desired 'Message subject' and 'Message.'

Message subject

Sample subject

Message

Sample message

5. Click 'Send message' to submit.

Go back   Send message

6. Select the 'Arrow' icon beneath the pencil to reply to a secure message or the 'Trash Bin' icon to delete the message.

SAMPLE SUBJECT

☐ This message should never expire

Timmy Testcase   3/31/2021 - 12:22 PM

Sample message