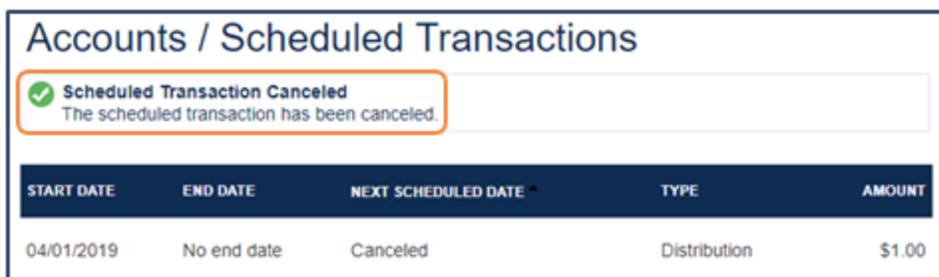


# How to update recurring Health Savings Account (HSA) transactions in your online account

This article outlines how to update recurring Health Savings Account (HSA) transactions you previously set up in your online account.

To update recurring HSA transactions in your online account, complete the following steps:

1. Navigate to Account Summary on the Accounts tab and click "Scheduled Transactions" on the bottom left-hand side of the screen.
2. Select the scheduled transaction you want to update.
3. Select to either cancel or update the transaction.
4. Confirm the cancellation or provide the updated transaction details.
5. View the applicable confirmation message.
  - Cancel



- Update

### Accounts / Scheduled Transactions

 **Scheduled Distribution Requested**  
The distribution schedule has been successfully created and will be processed on the Next Scheduled Date if funds are available at that time. If funds are not available, or are partially available, the transaction will be canceled. If you have provided an email address, you will receive an email notification of the canceled transaction.  
Create another transaction

START DATE	END DATE	NEXT SCHEDULED DATE *	TYPE	AMOUNT
04/01/2019	08/01/2019	04/01/2019	Distribution	\$1.00
04/01/2019	No end date	Canceled	Distribution	\$1.00

Note: Changes to recurring transactions will be reflected on the next scheduled date.