



How to enroll in Comerica Web Banking[®] and Comerica Web Bill Pay[®]

Enrolling in Comerica Web Banking[®]

In order to enroll in Comerica Web Banking[®], customers must have one of the following account types in an open and active status:

- **Checking**
- **Savings**
- **Money Market**
- **Certificate of Deposit (CD)**
- **Individual Retirement Account (IRA)**
- **Loan (Installment or HELOC)**

Step 1 Go to **www.Comerica.com** and click the **Log In button** in the upper right corner

Step 2 **Click on Set Up**

Step 3 Complete the required fields and click **Continue Setup**

- **Date of Birth**
- **Primary Account Number**
- **Account Type**
 - ▶ Checking/Savings/Money Market
 - ▶ Certificate of Deposit (CD)
 - ▶ Home Equity Line of Credit
 - ▶ Individual Retirement Account
 - ▶ Installment Loan
- **Customer Type**
 - ▶ Personal
 - ▶ Small Business

Step 4 Enter the one-time password that was sent to your email

Step 5 Review and Accept Esign and Terms & Conditions

Step 6 Create your Web Banking Profile

- User ID
- Password*
- Security questions
- Confirm email address
- Enter a mobile number

Step 7 Click **Save & Continue**

Step 8 **You are now enrolled and can log into your account!**

*If you forget your password, be sure to click on the **Forgot Password** button. You will receive an email with a temporary password to unlock your account.

Enrolling in Comerica Web Bill Pay®

In order to enroll in Comerica Web Bill Pay®, customers must have a checking account in an open and active status and also be a Comerica Web Banking® customer.

Step 1 Go to **www.Comerica.com** and click the **Log In button** in the upper right corner, or go directly to **webbanking.comerica.com**

Step 2 Sign into Comerica Web Banking® using your user ID and password

Step 3 Navigate to the Bill Pay tab

Step 4 Review and Accept the Comerica Web Banking® Terms & Conditions

Step 5 You're now ready to start setting up your billers and pay your bills with a click of a button

Tips for a successful first-time enrollment

Here are some tips to make your Web Banking enrollment a simple and smooth process!

- **Make sure that your information is up to date within our systems**
 - Date of Birth
 - Email Address
- **Have your account number handy**
- **Make sure to set up your account security questions to prevent lockout or authentication issues when logging in from a new device**