

# QUICK GUIDE TO LINKING YOUR EXTERNAL ACCOUNT IN THE CME MOBILE APP



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Open the  
**CME Mobile App**

Use your existing internet banking credentials to log in. (Username and Password)

Tap the **Menu** icon, then select **Transfer**.  
Tap **Make a Transfer**.

Navigate  
to Transfers

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Under  
**Make a Transfer**

**Tap: Transfer to other institutions by  
adding an external transfer account**

**Enter Account Details**  
The routing number of your other bank  
Account number  
Account type (checking or savings)  
Optional: a nickname for easy identification

Select '**Add an  
External Account**'.

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Verify  
Your Identity

You may be prompted to confirm your  
identity via an SMS code, or to enter your  
CME password

Wait for two small deposits to appear  
in your external account.

Wait for **two  
small deposits**

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Verify  
those Amounts

After you receive these amounts in the  
external account, return to "Verify External  
Account" in the app, and enter the exact  
micro-deposit amounts to confirm the link.

Once verified, your external account will  
appear as a transfer option.  
You can then initiate ACH transfers to  
deposit or withdraw securely.

Begin  
Transferring Funds

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Tips

Use the **exact account-holder name** as it appears on  
the external bank account—mismatches can cause  
rejections.  
If micro-deposit verification doesn't appear right away,  
**restart the app or log out and back in.**

If you don't see the "**Add Account**" option or get an error  
message, the feature may be temporarily unavailable. Contact  
CME Member Care at  
(614) 224-8890 for assistance during business hours.

Troubleshooting

