CITIZENS BANK

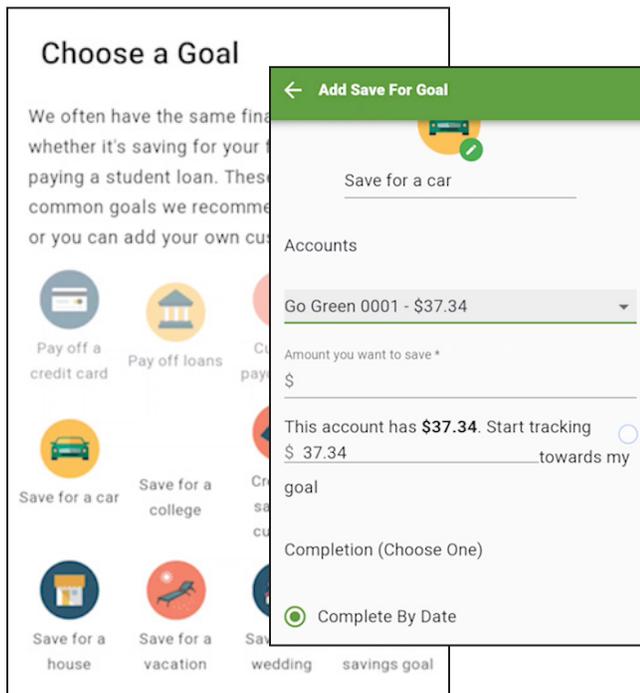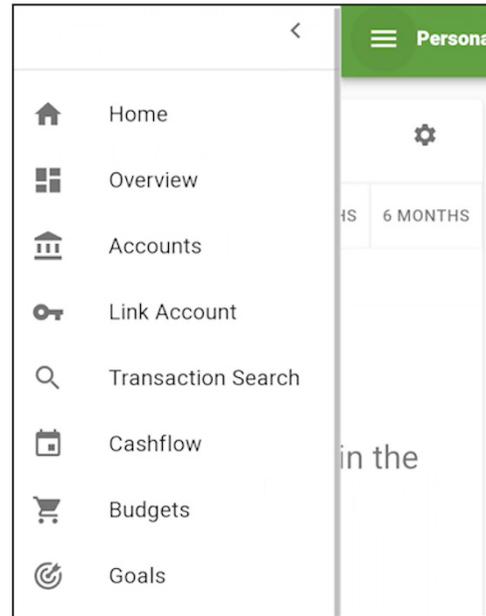## How to Create a Savings Goal

INSIDE OF SPENDING HABITS

Step 1: Open the Mobile App or log-in to Digital Banking.

Step 2: In the left-side menu, click on Spending Habits.

Step 3: Click on the 3 lines in top left. Then Click Goals.

Step 4: Click on the Add Goal button, or click on the Plus sign and click Add Goal.

Step 5: Choose a goal, or create a custom one.

Step 6: You can rename your goal if you like, then select which account will track this goal and the amount you want to save.

Step 7: Create an alert for your goal if you'd like. This will automatically create an alert when your goal reaches 25, 50, and 80%. Click Save.

Note: If you need to edit your Savings Goals Alerts, you can find them under the Alerts section of Spending Habits. (In the left-side menu, Click Alerts.) Simply click on it, make your edits, and click Save.

CONTACT US FOR ASSISTANCE at (844) 350-8512 or CustomerService@thecitizensbank.net.

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