CitiBank
Tools and Information

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Cardholders can now manage their p-cards more easily with the CitiManager mobile app. Some of the in-app features include:

- View Account Summary
- View Statements
- View Recent Activity
- Enable Push Notifications

Download the CitiManager® App Today!
Managing your Citi® Corporate Card is easier than ever.

http://citi.us/2tBA82y
CitiManager Login Guide
Cardholders

CitiManager is an online banking tool for cardholders to view and manage their account. Some of the benefits and features are:

- View recent activity
- View and print current and past statements
- Manage e-mail and mobile alerts
- Dispute a transaction
- Manage preferences
- Update contact information

To get started with setting up your CitiManager account, go to www.citimanager.com/login

1. Select “Self Registration For Cardholders”
2. Select the radio button for “Fill the Card’s Data”

3. Enter the card number and cardholder name exactly as it appears on the card.
4. Complete the required fields

- **USERNAME:** kmguat11
- **PASSWORD:** 
- **CONFIRM PASSWORD:** 
- **ZIP/POSTAL CODE:** 11111
- **CONTACT NUMBER:** 8314777777
- **USER PROFILE EMAIL ADDRESS:** Katherine@citi.com

**SFA email address:**

**ZIP/POSTAL CODE:** 75962
5. Verify information is correct

6. Login using your username and password created (www.citimanager.com/login)

7. After logging in, you’ll be prompted to select and answer three challenge questions. Each time you log in from then on, you will be asked one of the three challenge questions.
Digital Statements

CitiBank Statements are available online in CitiManager as early as the 5\textsuperscript{th} of the month. These are official statements, and can be used with p-card documentation. By utilizing digital statements, you don’t have to wait for the paper statement to arrive via mail. Digital statements are also great for making the transition to go paperless.

How do I access statements electronically?

1. Login to citimanager.com/login
2. From the cardholder homepage, click the Statement icon on the side navigation bar
3. Select the statement date you wish to view and click the Download link
4. Choose desired format (e.g. PDF) and click Download

Pin Reset

When p-cards are activated, a four digit pin is setup by the cardholder. Depending on the terminal used at the time of payment, the pin may or may not be required. When a pin is entered wrong too many times, it can cause the card to lock.

To reset the pin:

- Call CitiBank by using the number on the back of the card

or

- Call the CitiBank Reset Pin #: 877-905-1855
  a. 16 digit card number
  b. Expiration date
  c. Last four of social