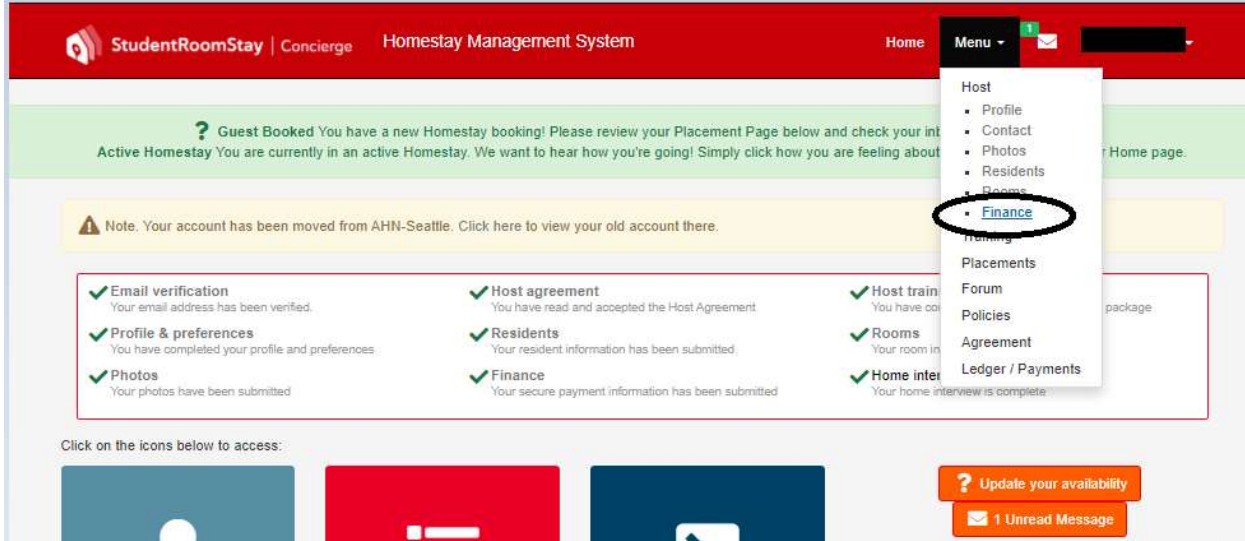


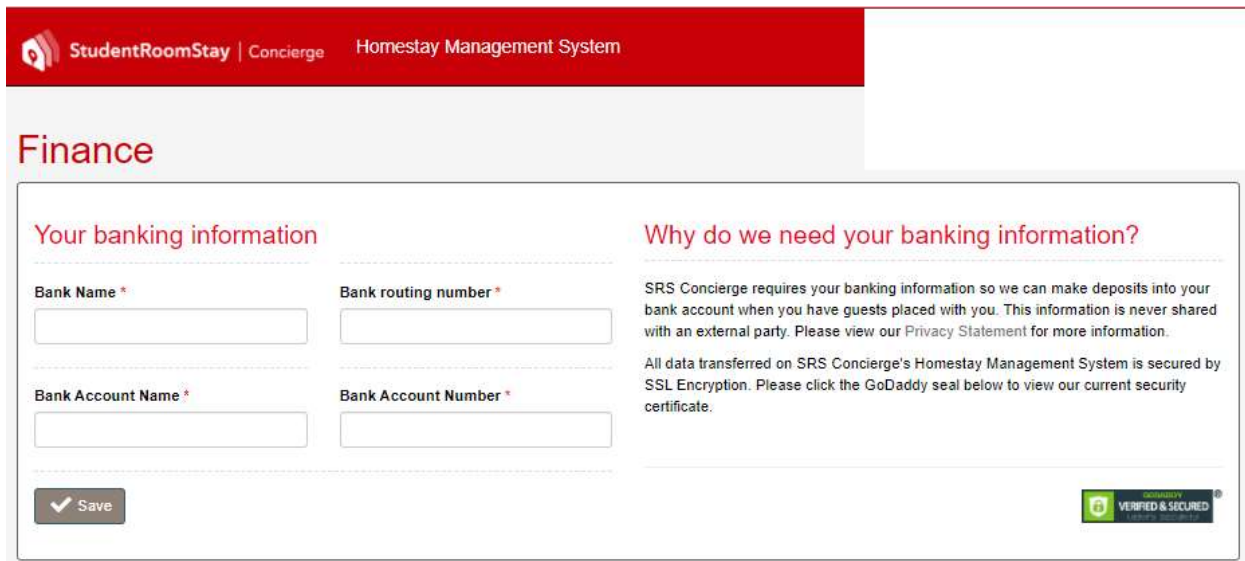
How to Update Bank Details on your SRS Account

- **Please log on to your SRS account** at <https://srsc.studentroomstay.com/login?from=>
- You will be directed to your SRS Dashboard, where you will see the below screen.
- **Click Menu, then Finance**



The screenshot shows the SRS dashboard with a red header bar. The header contains the StudentRoomStay logo, 'Concierge Homestay Management System', and navigation links for 'Home', 'Menu', and a notification icon. A dropdown menu is open under 'Menu', listing options: Host, Profile, Contact, Photos, Residents, Rooms, Finance (circled in red), Training, Placements, Forum, Policies, Agreement, and Ledger / Payments. Below the menu, a green banner reads 'Guest Booked You have a new Homestay booking! Please review your Placement Page below and check your int...'. A yellow banner below that says 'Active Homestay You are currently in an active Homestay. We want to hear how you're going! Simply click how you are feeling about...'. A note below that states 'Note. Your account has been moved from AHN-Seattle. Click here to view your old account there.' A central area displays completion status for various tasks: Email verification, Profile & preferences, Photos, Host agreement, Residents, Finance, Host training, Rooms, and Home interview. At the bottom, there are icons for profile, calendar, and messages, along with buttons for 'Update your availability' and '1 Unread Message'.

- The Finance screen will appear:
- Update your banking details and **click Save**.



The screenshot shows the 'Finance' page in the SRS dashboard. The header is red with the StudentRoomStay logo and 'Concierge Homestay Management System'. The main heading is 'Finance'. Below the heading, there are two columns. The left column is titled 'Your banking information' and contains four input fields: 'Bank Name *', 'Bank routing number *', 'Bank Account Name *', and 'Bank Account Number *'. The right column is titled 'Why do we need your banking information?' and contains two paragraphs of text explaining the need for banking information and a security certificate. At the bottom left, there is a 'Save' button with a checkmark icon. At the bottom right, there is a 'GO DADDY' security seal with the text 'VERIFIED & SECURED'.