

BancFirst Lockbox Archive Forgot Password or PIN

Forgot Password or PIN

• If you forget your Password or PIN, click on "Forgot password or PIN" in the lower left hand corner of the login screen.

Banc First.						
LOGIN						
Username		*				
Password		*				
Forgot password or PIN	Version 2.6.6	NEXT				

- Enter your username.
- Select your established security question from the dropdown.
- Answer the established security questions and click SAVE.

FORGOT PASSWO	ORD OR PIN		
			* Required Information
Enter your username	1		*
Choose your security question and enter your answer	Select	~	•

• The system will present the below message:



• If the information provided on the FORGOT PASSWORD OR PIN page was correct, a system generated email will be sent to the email address associated with your user containing further instructions and a link to reset your credentials.



	Lockbox Forgotten Password	3:53 PM
Dear B	iancFirst User,	
You a page.	re receiving this email because you initiated the Forgot Password/PIN on the BancFirst Lockbox logi If you did not recently request password information, please contact your Lockbox team immediately	n
Your 1 login a	new temporary credentials are below. You will be prompted to change your password and PIN on yo and choose a security question and answer.	ur next
<u>Click</u>	here to reset your credentials,	
or pas	te this url into your browser:	
https:/ mode=	/bancfirst.iremitweb.com/login.aspx? REAUTH&key=YTY0YTRIMzIrZWFIOS0xMWVILTg2MzMtMTJkNzA1YWQ0Mihi	
Thank	you,	
BancF	ïirst Lockbox Team	
Telepl	none: 405.270.6931	
Email	Lockbox@BancFirst.bank	

- From the email, click on the "Click here to reset your credentials" link.
 - This will open a link in your default web browser.
- Check mark the box next to the field you wish to update. If you wish to update your password and PIN checkmark both sections.
 - Password Requirements- must be a minimum of 8 characters, including 1 uppercase character and 1 numeric character.
 - PIN Requirement- minimum of 4 characters
- Enter your new password and/or PIN and click <u>SAVE.</u>

Home	Security ▼	Setup 🔻	Batch 🔻	Reports▼	Contact Us		
Change	Password						
Change I	Password or Pin						* Required
		Line	(D 3 (D 0)	BancEirct	leor		
		O.	i i i i i i i i i i i i i i i i i i i	Dancensee	/561		
		Cha	nge Password				
		Nev	Password			•	
		Con	firm Password			•	
		Cha	nge Login PIN				
		Nev	Login PIN			*	
		Con	firm Login PIN			*	

• You will be presented with the below message and directed back to the login page.

Change Password or Pin
Your credentials have been changed successfully and you will be redirected to login page.
🖌 ок



For Assistance

For further assistance with password or PIN resets, research assistance, or general questions, please call our Commercial Client Services department at 405-270-4785 or email at <u>ClientServices@BancFirst.bank</u>.

To schedule training, please reach out to our BancFirst Treasury Training Team at 405-218-4141 or by email at <u>TreasuryTraining@bancfirst.bank</u>.

For assistance with lockbox processing, please reach out to our Lockbox team at <u>lockbox@BancFirst.bank</u>.