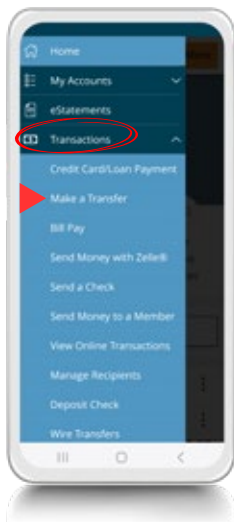
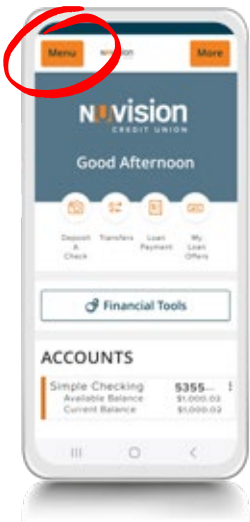




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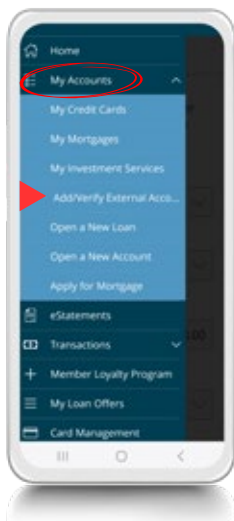
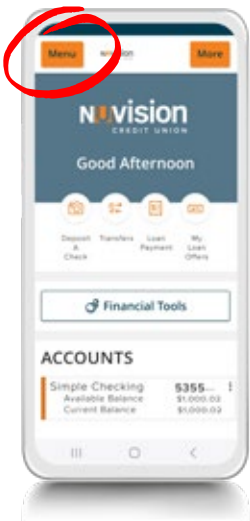
TRANSFER & PAYMENTS GUIDE



ACCOUNT TO ACCOUNT TRANSFERS

Menu

- ▶ Select **Transactions**
- ▶ Select **Make a Transfer**
- ▶ Choose **From Account** and **To Account**
- ▶ Enter **Amount**
- ▶ Choose **Frequency** and **Transfer Date**
- ▶ Select **Transfer Funds**



ADDING AN EXTERNAL ACCOUNT FOR TRANSFERS

Menu

- ▶ Select **My Accounts**
- ▶ Select **Add/Verify External Account**
- ▶ Enter **Account Number** and **Routing Number**
- ▶ Choose **Account Type**
- ▶ Select **Continue**

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TRANSFER & PAYMENTS GUIDE

VERIFYING AN EXTERNAL ACCOUNT FOR TRANSFERS

Menu

- ▶ Select **My Accounts**
- ▶ Select **Add/Verify External Account**
- ▶ Click link at bottom of page under **Verify Accounts** section
 - Micro deposits are received within 5 business days
- ▶ Select the bubble for the account being verified
- ▶ Enter micro deposits **Amount #1** and **Amount #2**
- ▶ Select **Continue**
- ▶ Refer to [Account to Account Transfers](#) to make a transfer

CREDIT CARD/LOAN PAYMENT

Menu

- ▶ Select **Transactions**
- ▶ Select **Credit Card/Loan Payment**
- ▶ Choose **From*** account and then **To*** account
- ▶ Choose **Payment Type***
- ▶ Enter **Amount*** - Check box **Make this recurring**, as needed
- ▶ Enter **Date**
- ▶ Select **Submit**

MORTGAGE AUTOMATIC PAYMENT

Menu

- ▶ Select **My Accounts**
- ▶ Select **My Mortgages**
- ▶ Choose your Mortgage Account
- ▶ Select **Enroll in Autopay** located next to your Payment Amount
- ▶ Choose **Draft Frequency**
- ▶ Enter **Monthly Payment Amount**
- ▶ Choose **First Payment Method**
 - Add or verify new payment methods as needed
- ▶ Choose **Draft Date**
- ▶ Accept Terms & Conditions
- ▶ Select **Authorize Enrollment**

