## Loan Payments Via Online Banking

1. Once you have signed into online banking, select the "hamburger" menu in the upper left-hand corner (mobile users will just select "Transfer" on the bottom menu)



2. From the "hamburger" menu, select "TRANSFERS & PAYMENTS" (does not apply to mobile users)

[→	LOG OUT
A	counts
E	ACCOUNT SUMMARY
$\rightleftharpoons$	TRANSFERS & PAYMENTS
$\bigcirc$	HOLDS, PLEDGES, PENDING ACH
	STATEMENTS + DOCUMENTS
~	YEAR TO DATE
≙	OUTSTANDING ITEMS

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3. In the "Start New Transfer" section, select the drop-down menu for "Transfer From"

START NEW TRANSFER VIEW SCHEDULED TRANSFERS TRANSFERS HELP	Start New Transfer To start, please select which suffix or account you wish to transfer to.
	Transfer From *
	Transfer To *
	\$Amount
	CONTINUE
	Don't see your suffix?
	Some suffixes may be ineligible for transfer due to regulations or other reasons, for more information see Transfers help

4. In the "Transfer From" drop-down menu you will select "Receive money from a credit or debit card"

START NEW TRANSFER	Start New Transfer	
TRANSFERS HELP	Local Accounts	
	1 -	
	2 -	
	Credit/Debit Card	
	Receive money from a credit or debit card	
	\$Amount	
	CONTINUE	

- 5. In the "Transfer to" drop-down menu you will choose the loan suffix that the payment should be applied to. Please note that this feature is only available for loan payments and funds cannot be transferred to regular account suffixes.
- 6. Then, from the Payment Options drop down menu, choose whether payment should be a specified amount, regular payment amount or loan payoff amount. (There is a 3% fee based on the amount selected, with a \$1 minimum fee)
- 7. If "specified amount" is chosen, an Amount field will appear for specific amount to be entered. (Maximum transfer amount is \$2,000.00)
- 8. Once information is complete, select continue.

/IEW SCHEDULED TRANSFERS	Start New Transfer	
	To start, please select which suffix or account you wish to transfer to.	
TRANSFERS HELP	Turnelos France A	
	Receive money from a credit or debit card	*
	Maximum Transfer: \$2	,000.00
	51 - Loan Balance:	*
	Payment Options Specify an Amount	•
	Amount * \$100.00	
	CONTINUE	
	Don't see your suffix?	
	Some suffixes may be ineligible for transfer due to regulations or othe	er reasons, for more information see Transf

9. You will need to <u>accept</u> the terms of the disclosure stating that you authorize the payment and associated fees to be charged to the card information given and that if the payment is declined or returned for any reason you are still responsible for the payment by alternative means.



10. Once disclosure is accepted, the card number, expiration date, CVC (3-digit code on the back of the card) and zip code associated with the card will need to be entered. Once it is entered, hit continue.

Card Transfer						
	Expiry Date					
CONTINUE						

11. After hitting continue a screen will come up to verify the payment/transfer information. It will show the transfer is coming from a card, to what loan suffix, what amount it is for, what the fee amount being charged is and what the total of the transaction is. If for any reason you do not agree to the transaction, you can exit, and the transaction will not be processed. If you agree to the fee and transaction total, you will select that you agree and have read and understand the card transfer disclosure (you have the option to view the disclosure again before agreeing). Once reviewed and agreed to, you will select "Submit" to complete the transaction.

Card Transfer
Transfer From Card
Transfer To 111 - FIRST CHOICE CHK
Amount \$1.00
Fee charged to 110 - BUSINESS CHCK \$5.00
Total S6.00
💋 confirm that I agree this transfer and fees, and have read and understand the card transfer disclosure