## Making a transfer in home banking

Go to "Transfers" > "Make a Transfer"



Choose the "From" account and the "To" account and key in the Amount. There is also a "Memo" box you can put a memo in to let you know why you made that transfer. Then click "Make Transfer."

From		
Absolutely Free Checking 9	Available \$209.00	
То		
Savings 0	Available \$8,400.53	
Date		
02/05/2021	Repeat transfer	
Amount		
\$ 1.00		
amo		
This is for testing		

## Confirm the transfer.



You will get a Success! Screen if the transfer was complete.

✓ Success!	
Transfer	
From	Absolutely Free Checking 9
То	Savings 0
Amount	\$1.00
Confirmation: Home Banking Trans 02/05/2021 14:39 790925	
Go to My Accounts Make another transfer	

If you are wanting to schedule a repeating transfer then you will need to click the box that says Repeat Transfer and it will give you the option on how often you want this transfer to happen.



If you want to view transfers that you already have scheduled then click on "Transfers" > "View Scheduled Transfers."



## You can edit or cancel scheduled transfers on this screen

Sche	Make a Transfer				
	Amount	From	То	Frequency	
Octobe	er 19, 2018				
e	\$50.00	Absolutely Free Checking 9	Special Savings	Every week on Friday until I cancel	Edit Cancel
Octobe	er 26, 2018				
Ð	\$50.00	Absolutely Free Checking 9	Christmas Club 8	Every 2 weeks on Friday until I cancel	Edit Cancel
Q	\$70.00	Absolutely Free Checking 9	Savings	Every 2 weeks on Friday until I cancel	Edit <u>Cancel</u>