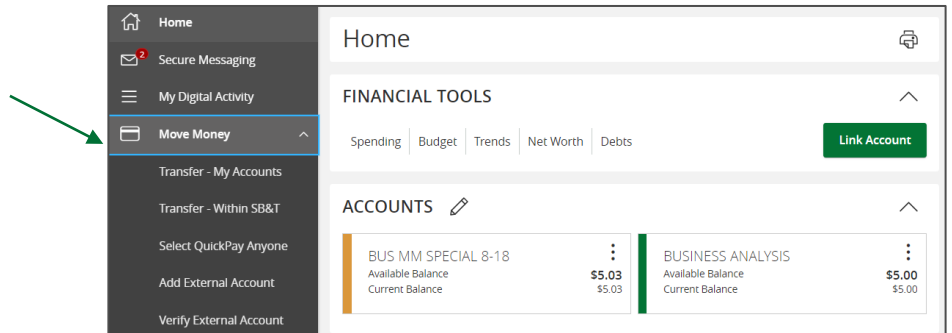
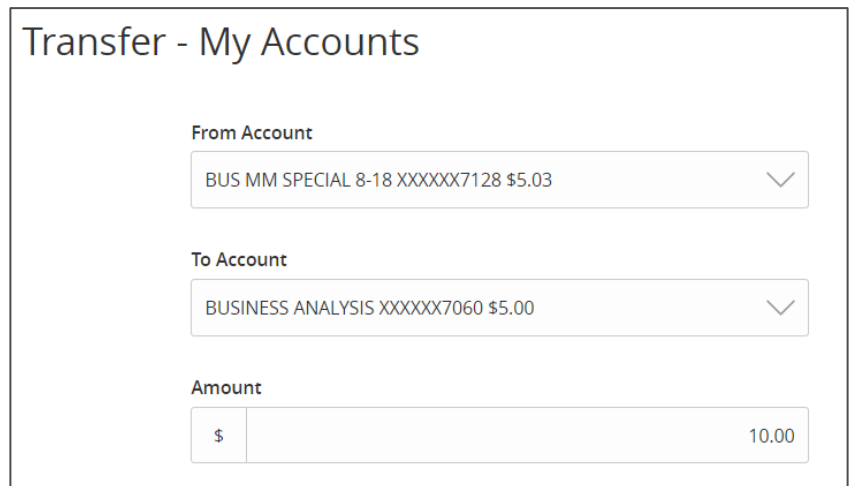


1. Select the 'Move Money' menu and then 'Transfer – My Accounts'.



2. Select a 'From' account.
3. Select a 'To' account.
4. Enter a dollar amount.



**NOTE:** To setup a recurring transfer, follow the steps in the 'Recurring Transfers' section beginning on the next page.

5. Select a 'Transfer Date' for the transaction.
6. Enter a Memo for the transaction. (Optional)
7. Click 'Transfer Funds' to complete the transaction.

## Recurring Transfers

1. Select the desired frequency from the drop-down menu.

**Frequency**

One time transfer

**Transfer Date**

01/24/2020

**Memo (optional)**

Sample

**Transfer Funds**

2. Select the desired 'Repeat Duration'.
  - a. Forever (Until I Cancel)

**Frequency**

One time transfer

✓ One time transfer

1st of the month

Last day of the month

1st & 15th of the month

15th & last day of the month

Weekly

Every other week

Start Date

02/01/2020



Transfers falling on a Sunday or banking holiday will be processed the following business day.

Repeat Duration

Forever (*Until I Cancel*)

Until Date (*Set An End Date*)


Memo (optional)

Sample

Transfer Funds

b. Until Date (Set an End Date)

End Date

02/15/2021 

Select End Date

< February > < 2021 >

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						