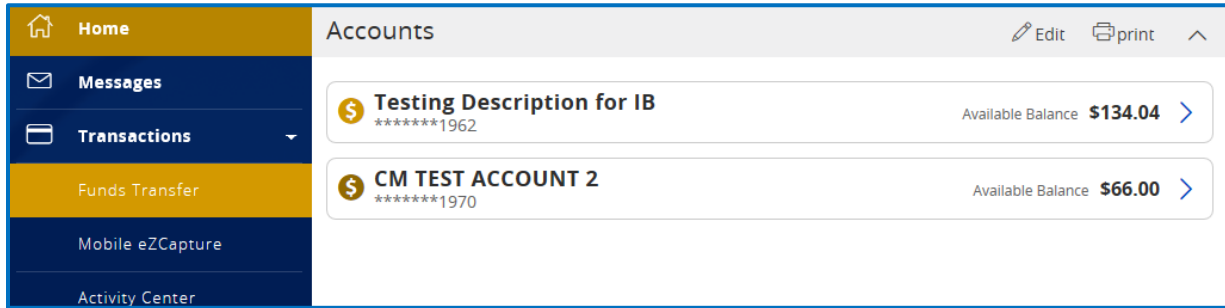
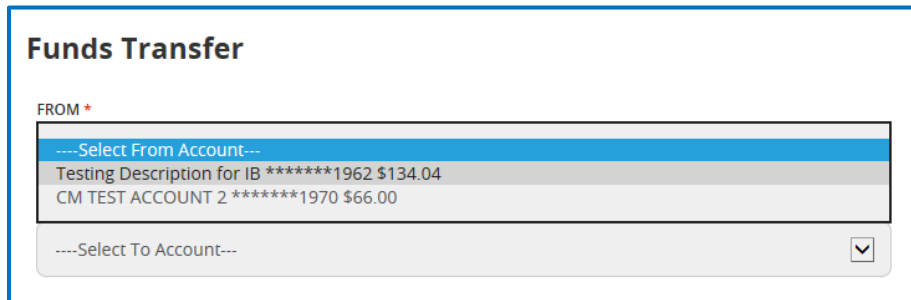




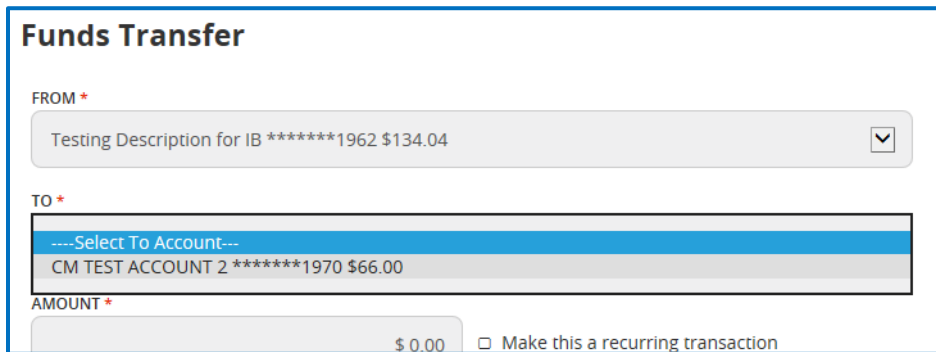
To set up a one-time transfer of funds from a checking or savings account to a loan, go to the Transactions drop-down on the banner on the left side. Click on **Funds Transfer**.



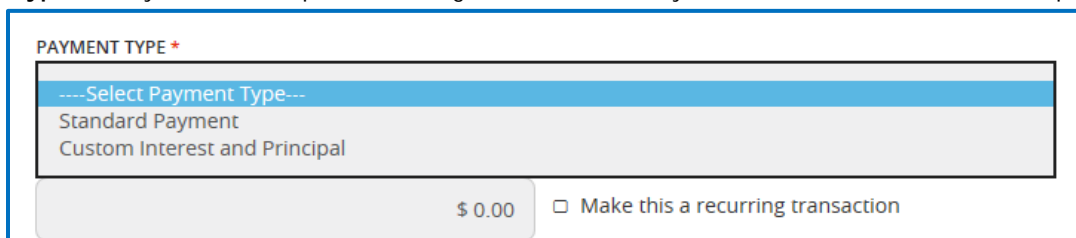
In the “From” field, select the account you would like the money to come out of. For example, if you want to make a payment from your checking account, select that account.



In the “To” field, select the account you want the funds to go into. This should be the loan you are making a payment on.



In the “Payment Type” field, you have the option of making either Standard Payment or Custom Interest and Principal.





If you would just like to make the regular payment on your loan, select Standard Payment and enter your regular payment amount.

Funds Transfer

FROM *
Testing Description for IB *****1962 \$134.04

TO *
CM TEST ACCOUNT 2 *****1970 \$66.00

PAYMENT TYPE *
Standard Payment

AMOUNT *
\$ 100.00 Make this a recurring transaction

If you would like to pay a certain amount of principal and a certain amount of interest, select Custom Interest and Principal and enter the amounts you would like to pay.

PAYMENT TYPE *
Custom Interest and Principal

AMOUNT *

PRINCIPAL	\$ 90.00	INTEREST	\$ 10.00
TOTAL:		\$100.00	

In the Date field, select the date you want the money to transfer. You can choose the current date or the date your payment is due. *Transfers scheduled prior to 7:30 p.m. will post the same day. After 7:30, transfers will not be completed until the next business day.*

TO *
CM TEST ACCOUNT *****1970 \$66.00

PAYMENT TYPE *
----Select Pay

AMOUNT *
nsaction

DATE *
1/23/2018

MEMO
Enter letters

* - Indicates required field

Clear Transfer Funds

February 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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			

You may type a description of the transaction in the "Memo" field, however, it is not required.

MEMO
February 2018 Loan Payment

* - Indicates required field

Clear Transfer Funds

The last step is to click the **Transfer Funds** button - and you are done!