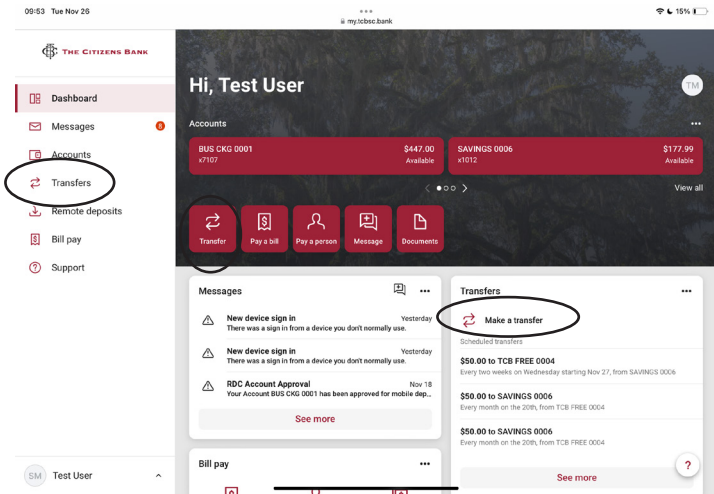




# **DIGITAL BANKING**

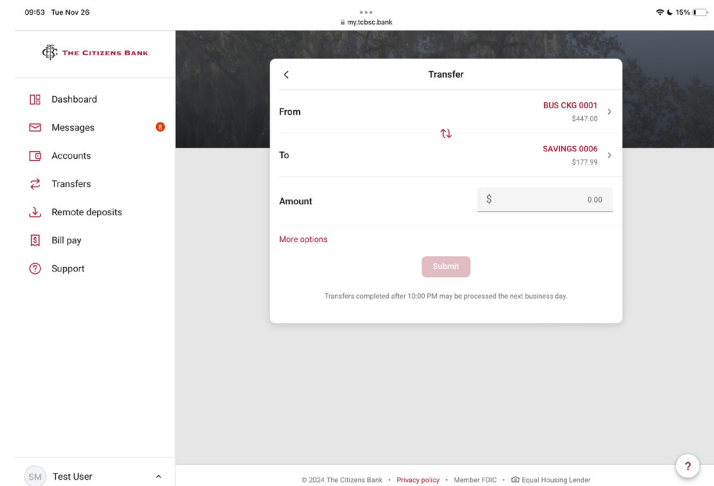
## **HOW TO COMPLETE AN INTERNAL TRANSFER**

You can use your mobile device, iPad, or computer and the process will be the same just with a different screen layout.

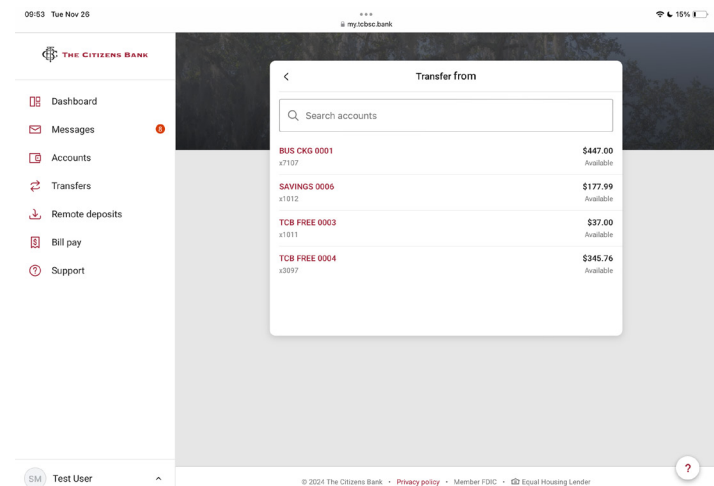


1. After you log in, you will reach the dashboard area showing your accounts and available actions. You can get to the *Transfers* area in three ways.

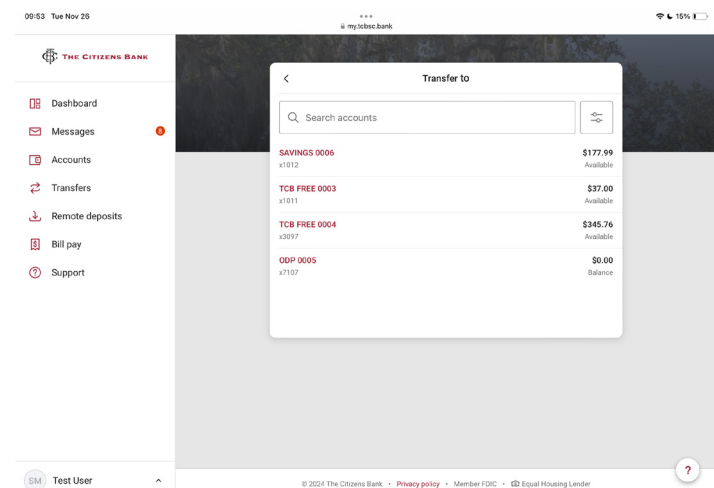
- center red square tiles
- left sidebar
- transfers widget



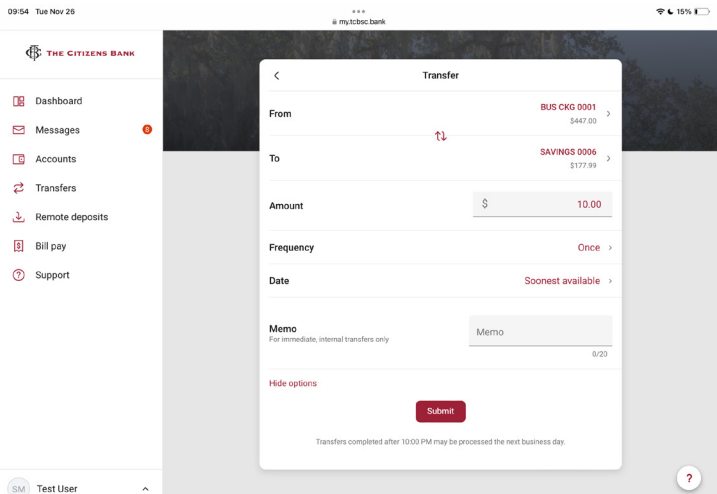
2. After this transfer screen pops up, you'll be able to add details about the transfer you'd like to complete by tapping or clicking on each area.



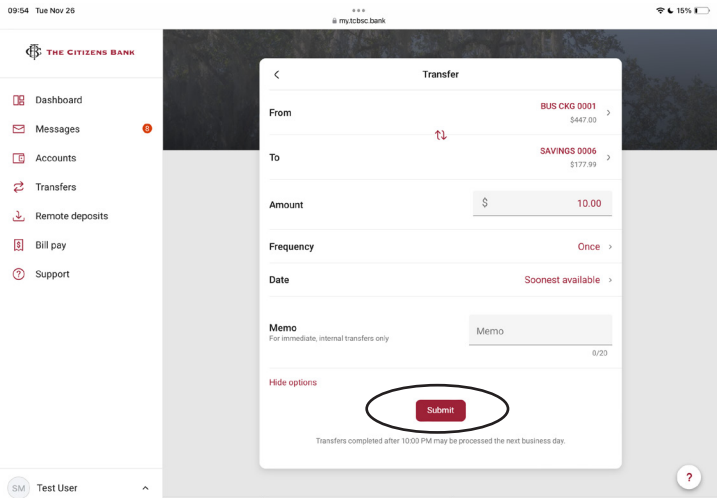
3. Choose the account you are making the transfer from.



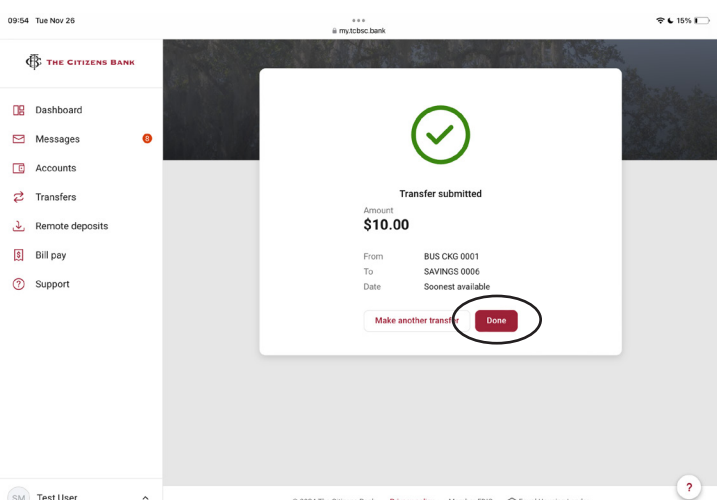
4. Choose the account you are making the transfer to.



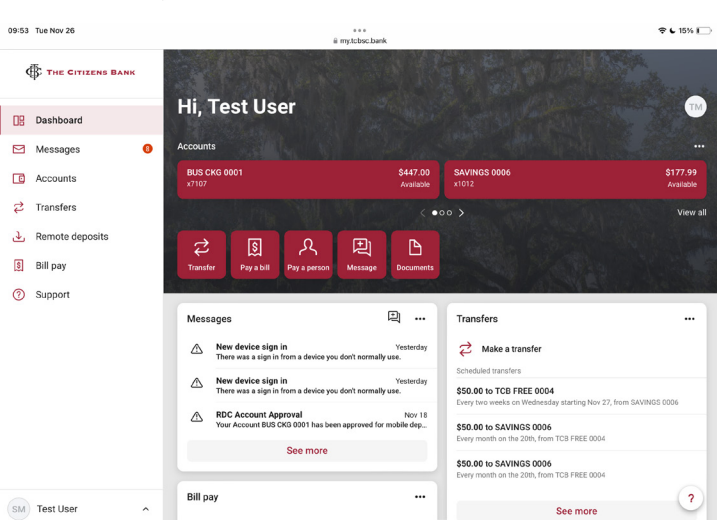
5. Fill out the pertinent details including amount, frequency, and date. You can also add an optional memo.



6. Tap or click on the red 'Submit' button at the bottom of the screen.



7. The confirmation screen will show a green checkmark and a summary of the transfer.



8. After tapping or clicking the 'Done' button, you'll be returned to the dashboard where you can continue your convenient digital banking experience.