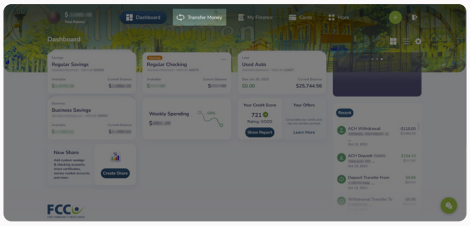
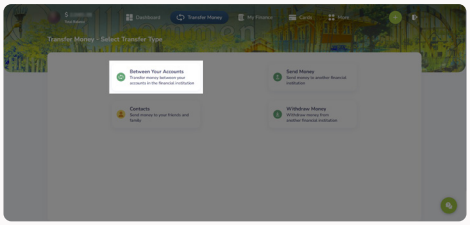
How to Make a Loan Payment

Online Banking

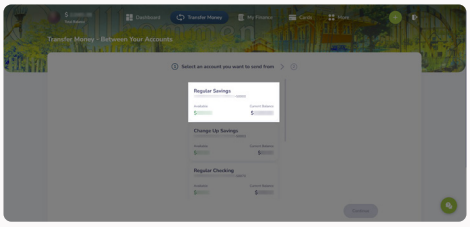
1. From the FCCU Online Banking Login page, log into your account: *https://online.fortcommunity.com/sign-in*
2. Upon login, you will be redirected to your dashboard. Click the **Transfer Money** menu option.



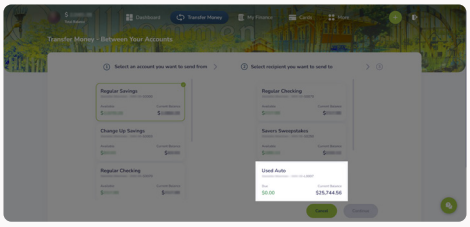
3. Click the **Between Your Accounts** button.



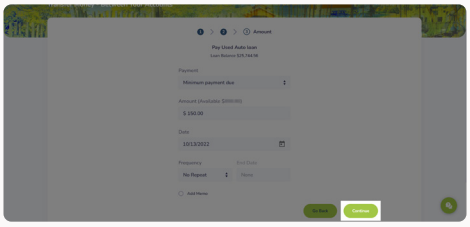
4. Click the account you want to make the payment from.



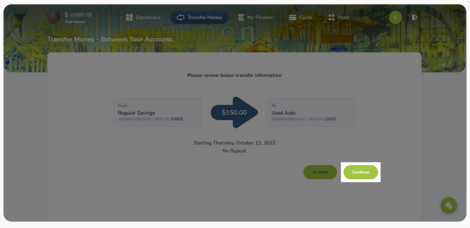
5. Click the loan or credit card you want to make the payment to.



6. Click the **Continue** button.

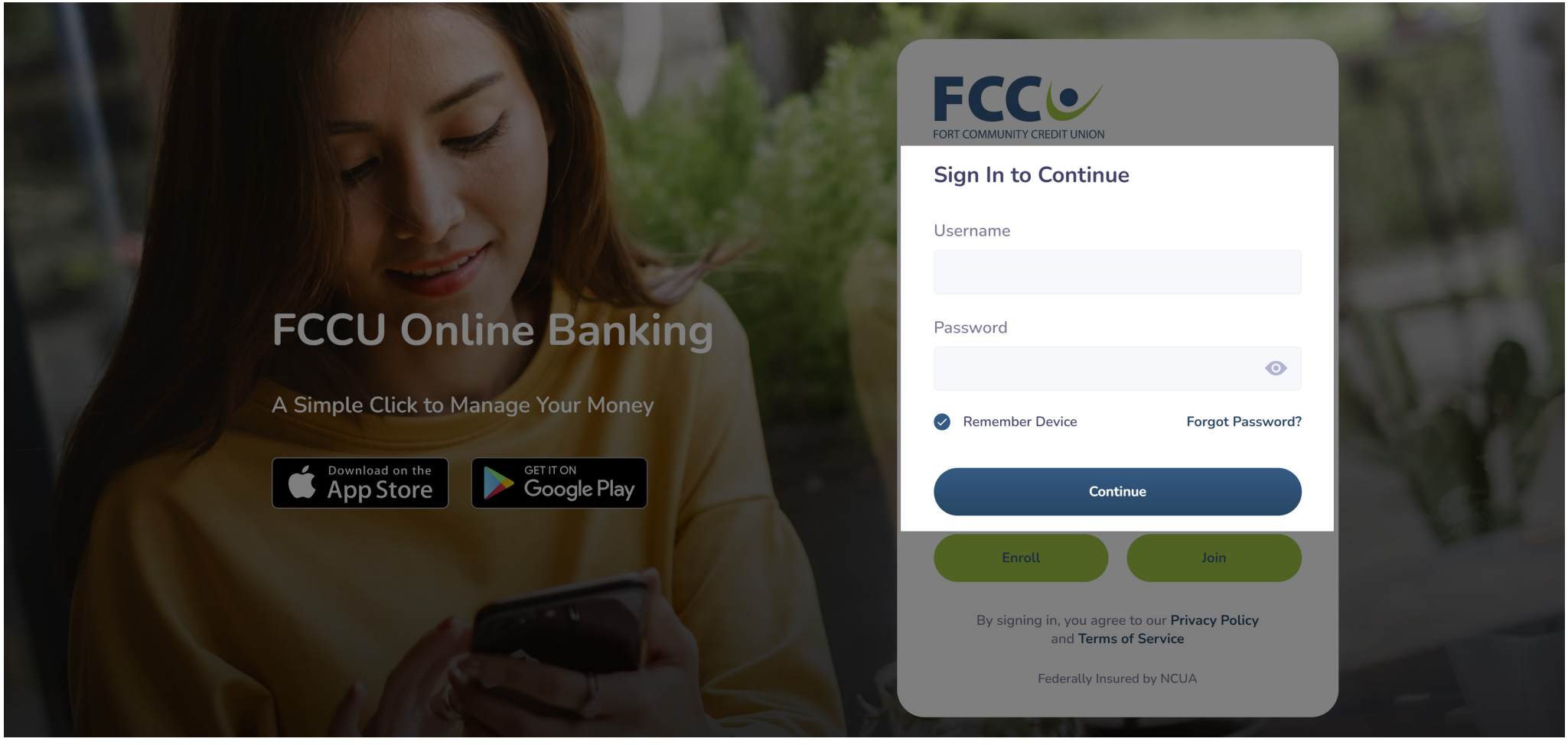


7. Click the **Payment** drop-down menu and choose whether you want to pay the *Minimum payment due, Full amount,* or *Custom amount.*
    a. The **Payment** drop-down menu will default to *Minimum payment due.*
    b. To pay a *Custom amount,* type in the desired payment amount in the **Amount** field.
8. In the **Date** field, you can decide if you want the payment to happen *right now* or be *scheduled for later.*
    a. The **Date** field will default to *today's date.*
    b. If you want this payment to occur in the *future,* click the calendar icon and choose a date.
9. Click the **Frequency** drop-down menu and choose if you want this to be a *one-time* or *recurring* payment.
    a. The **Frequency** drop-down menu will default to *No Repeat,* which will make it a *one-time* payment.
    b. If a frequency other than *No Repeat* is selected, you'll have the option to choose an end date for when that recurring payment will end. You can also leave the **End Date** field blank for the payment to *recur indefinitely.*
    c. To set an end date, click the calendar icon and choose a date.
10. Click the **Continue** button.
11. Review the details of your payment.
12. If everything looks good, click the **Continue** button.



Your payment has now been posted or scheduled.

Questions? Email us at *memberservices@fortcommunity.com.*



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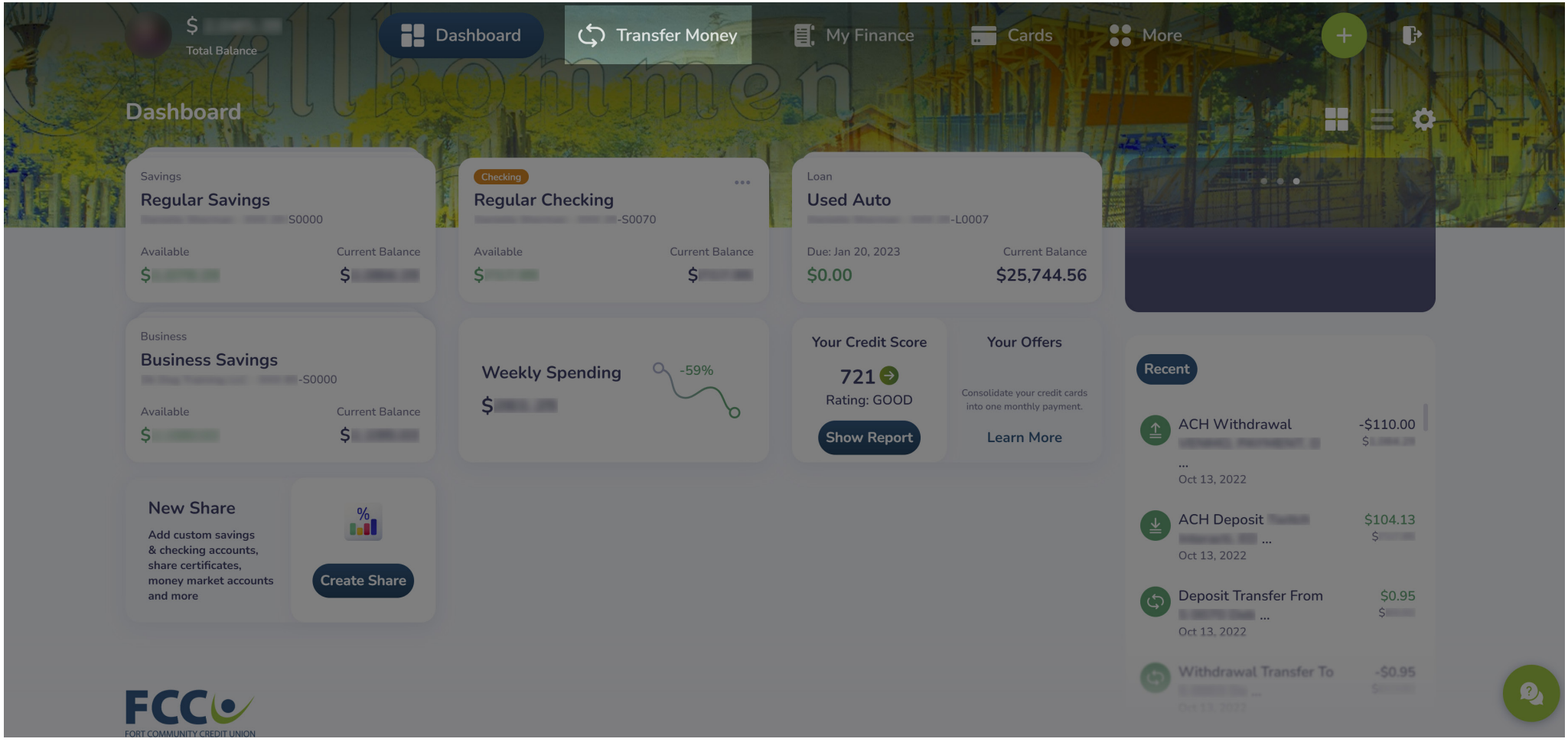

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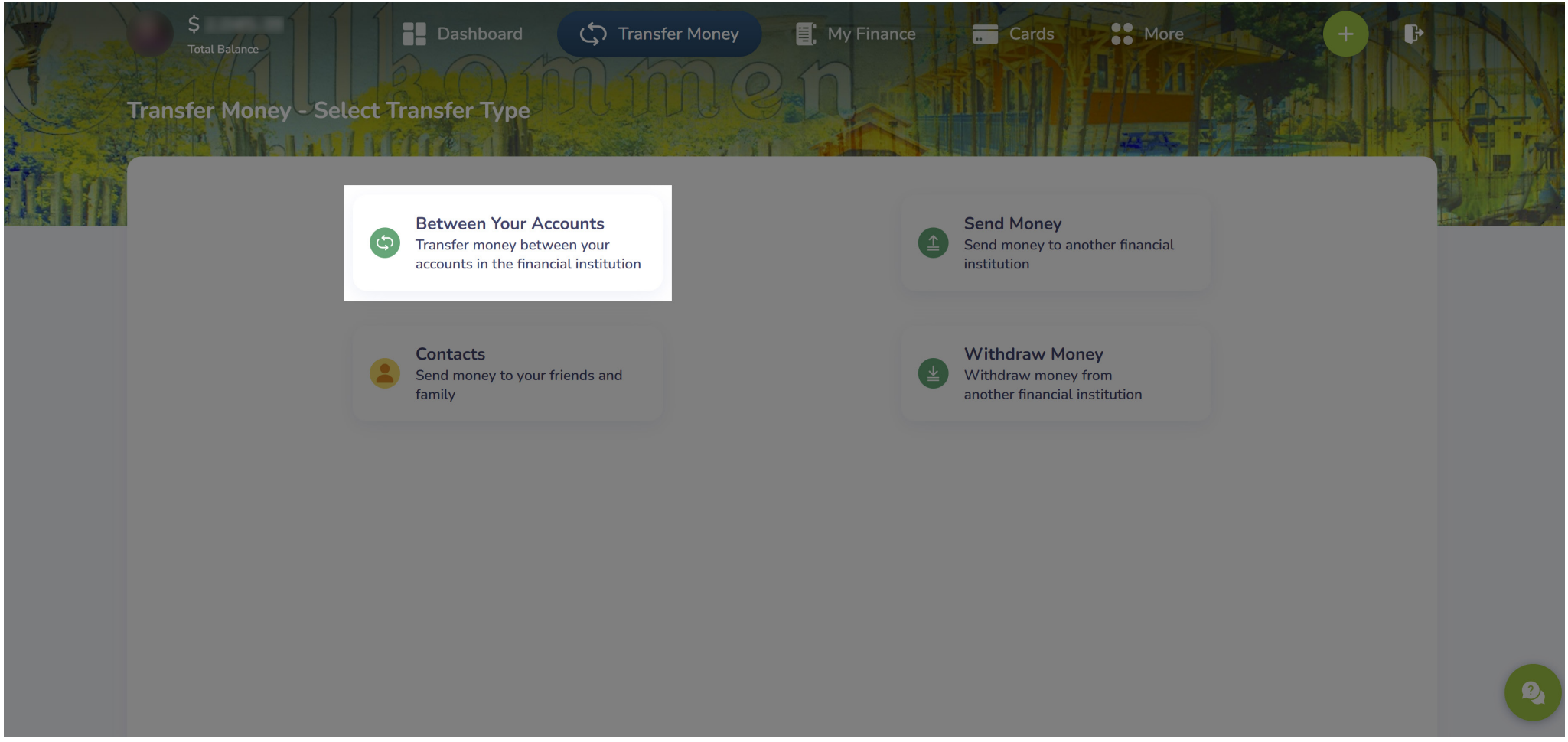

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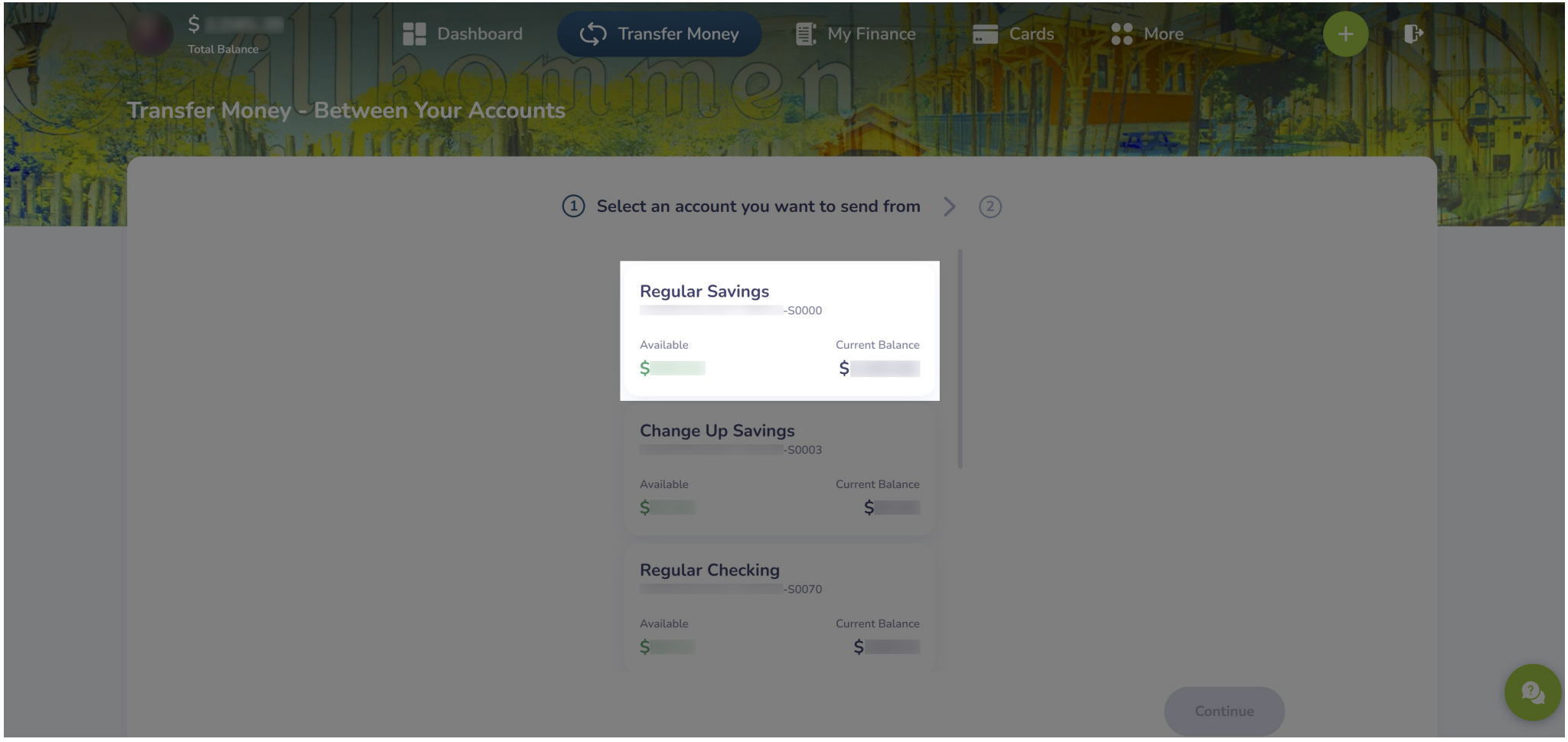

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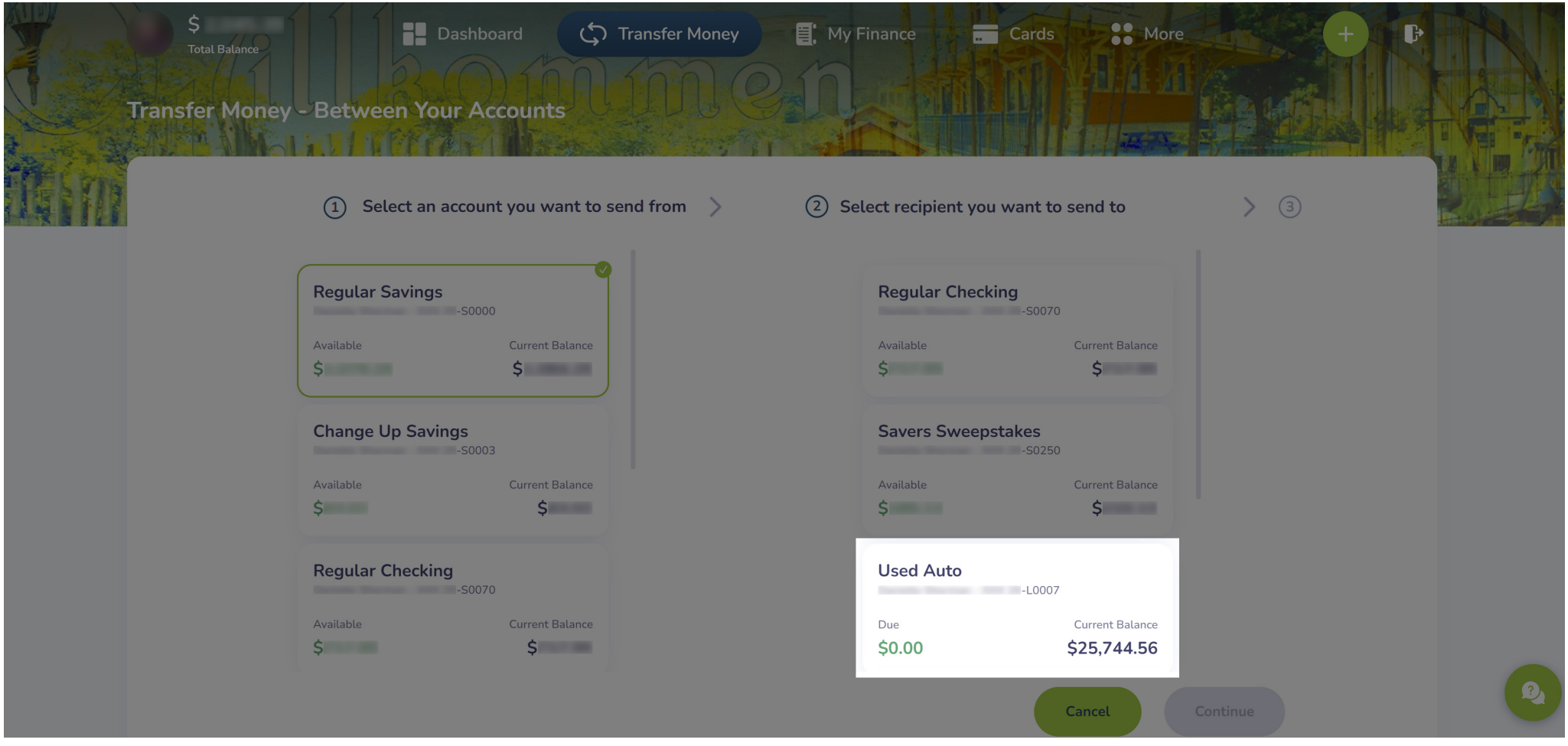

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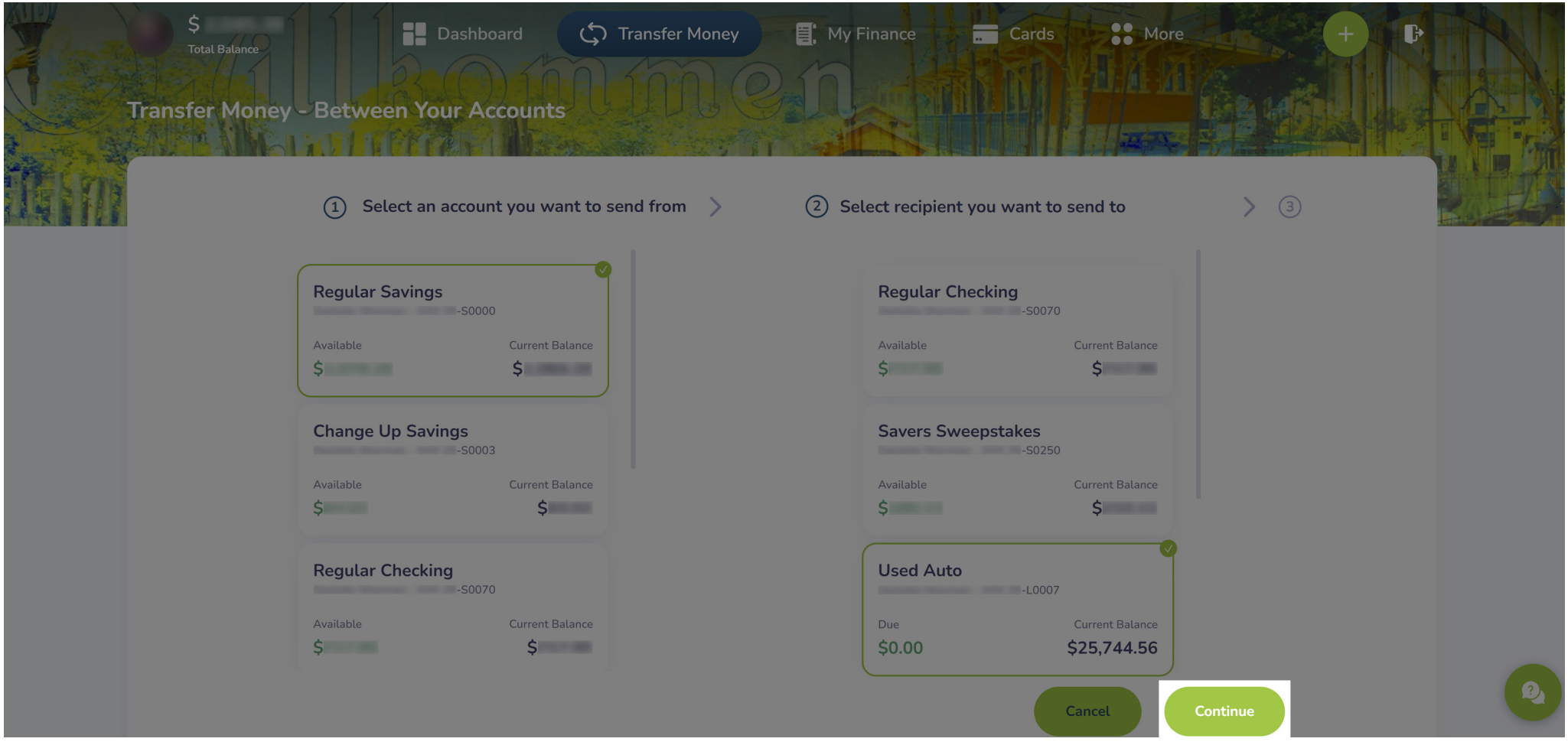

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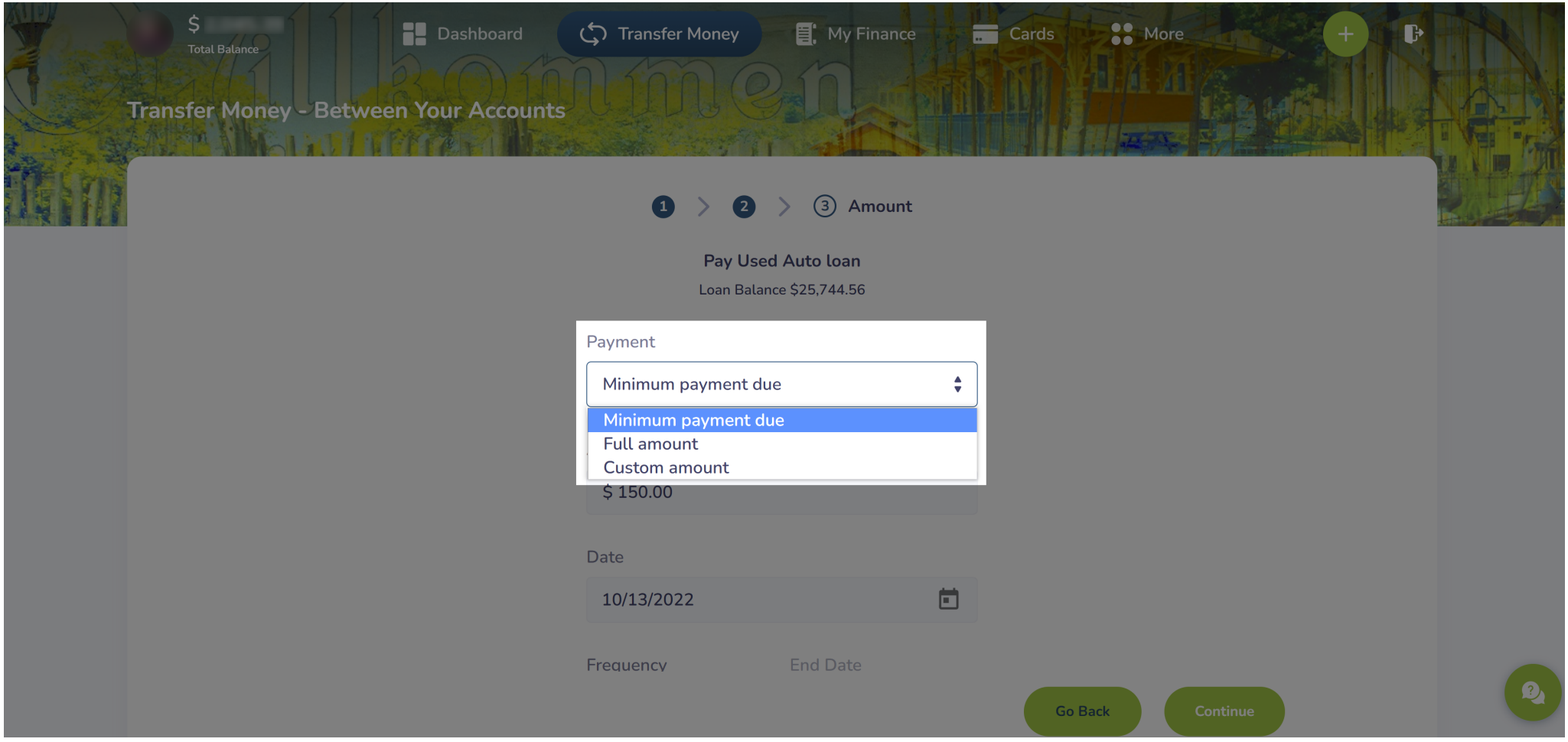

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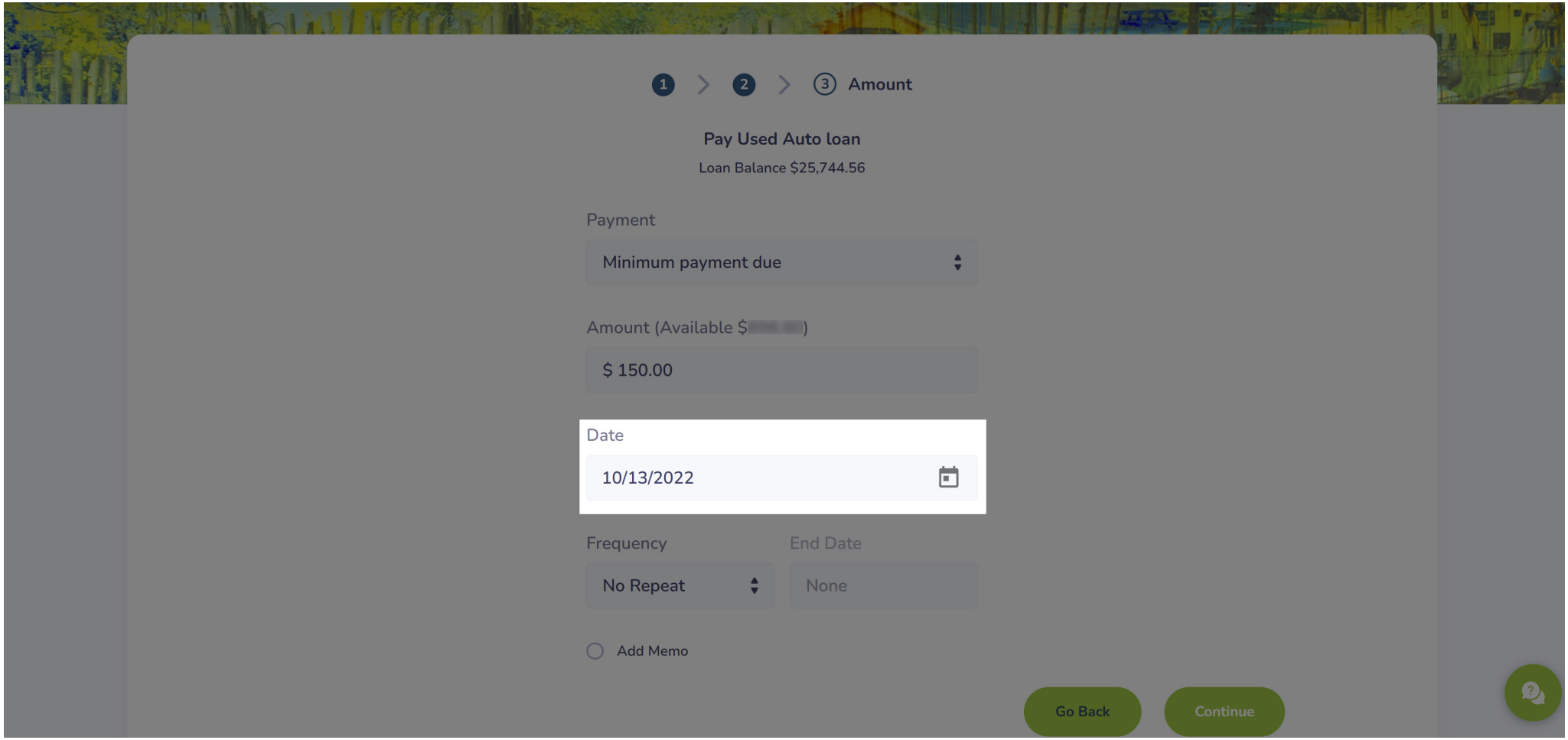

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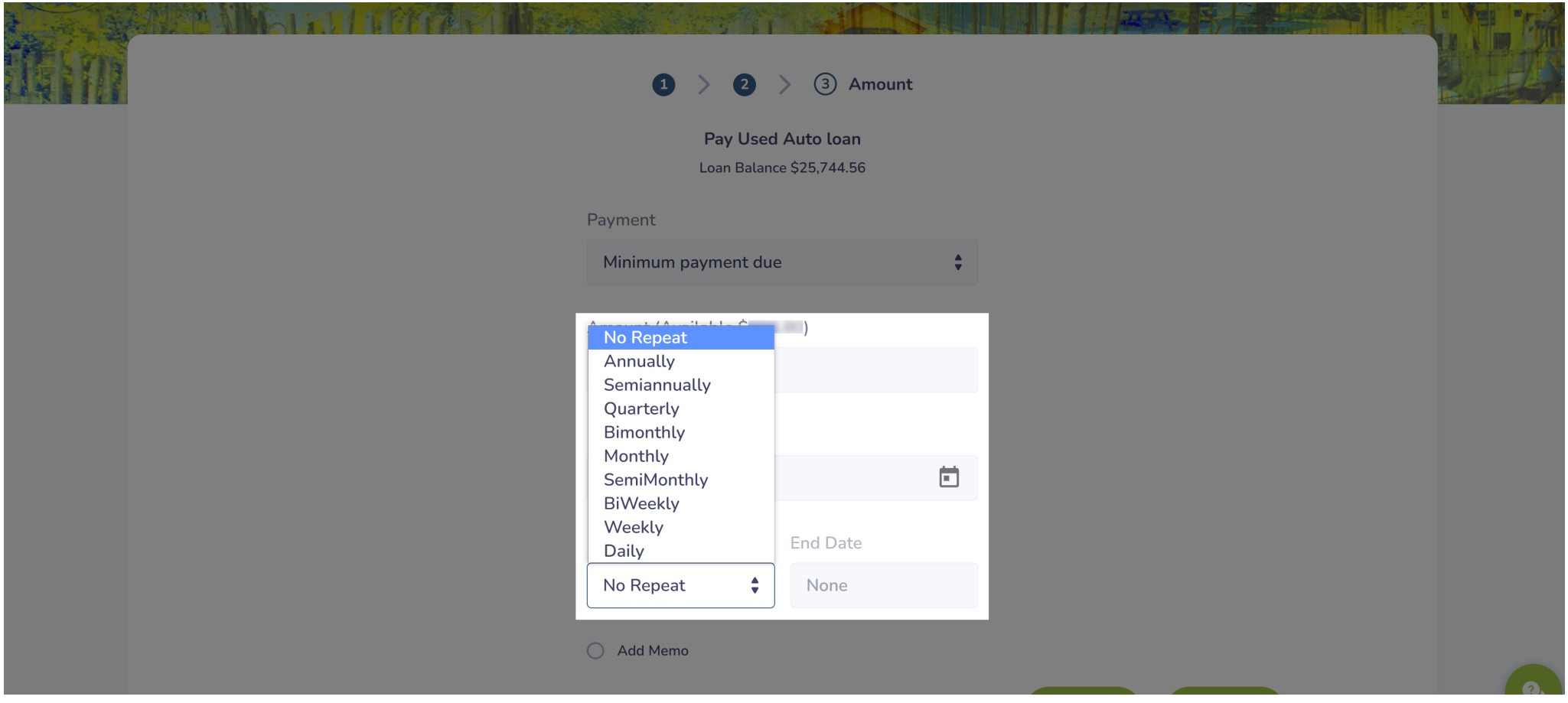

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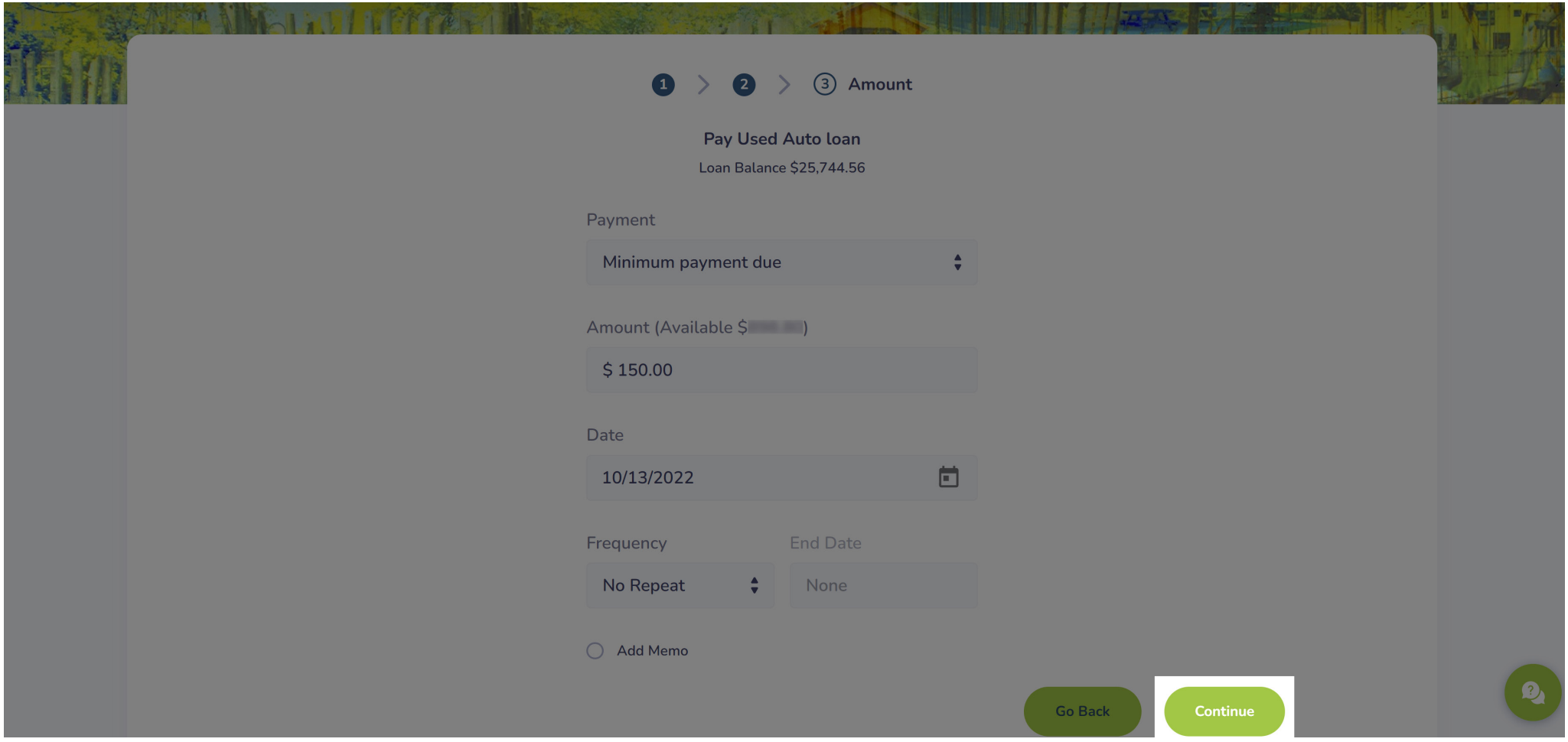

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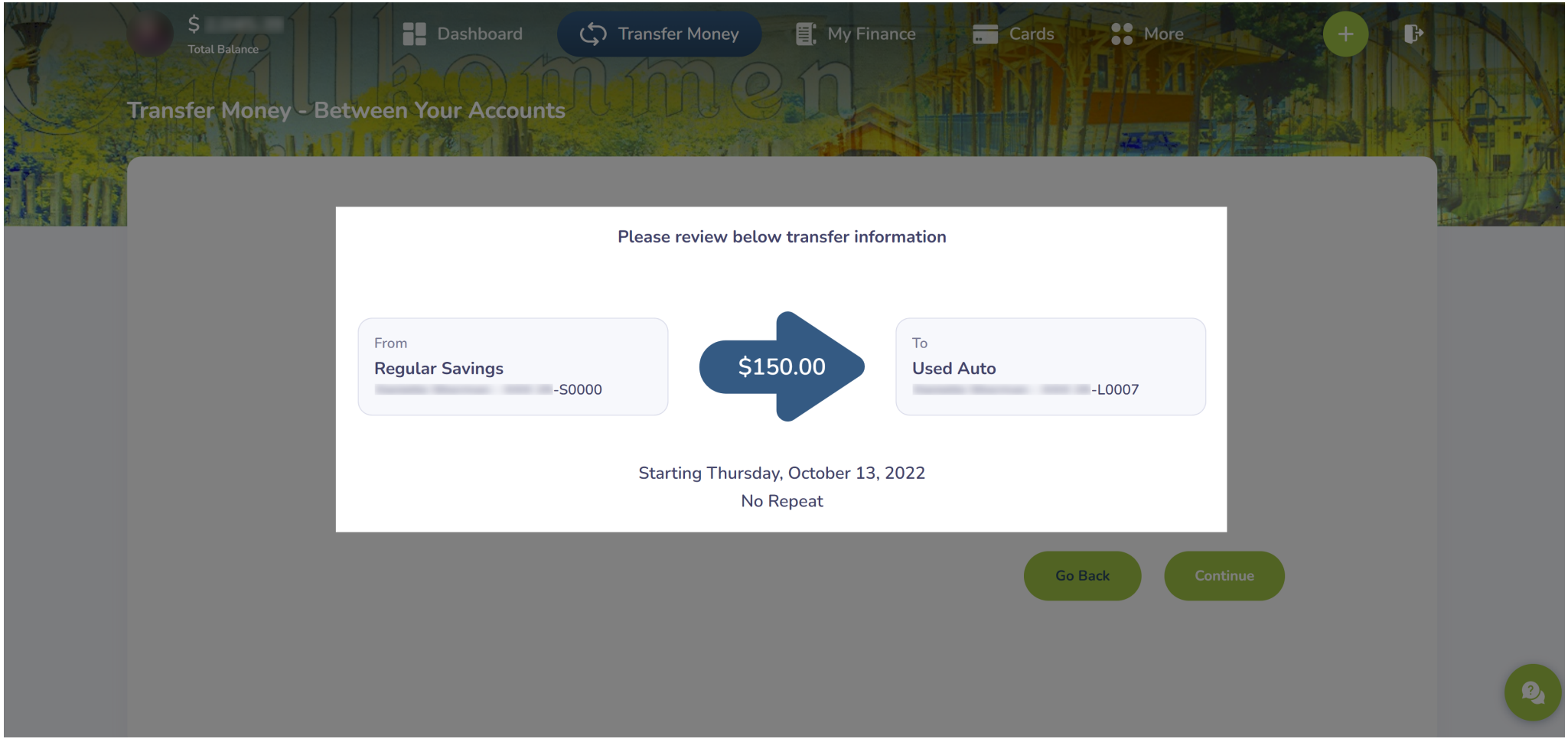

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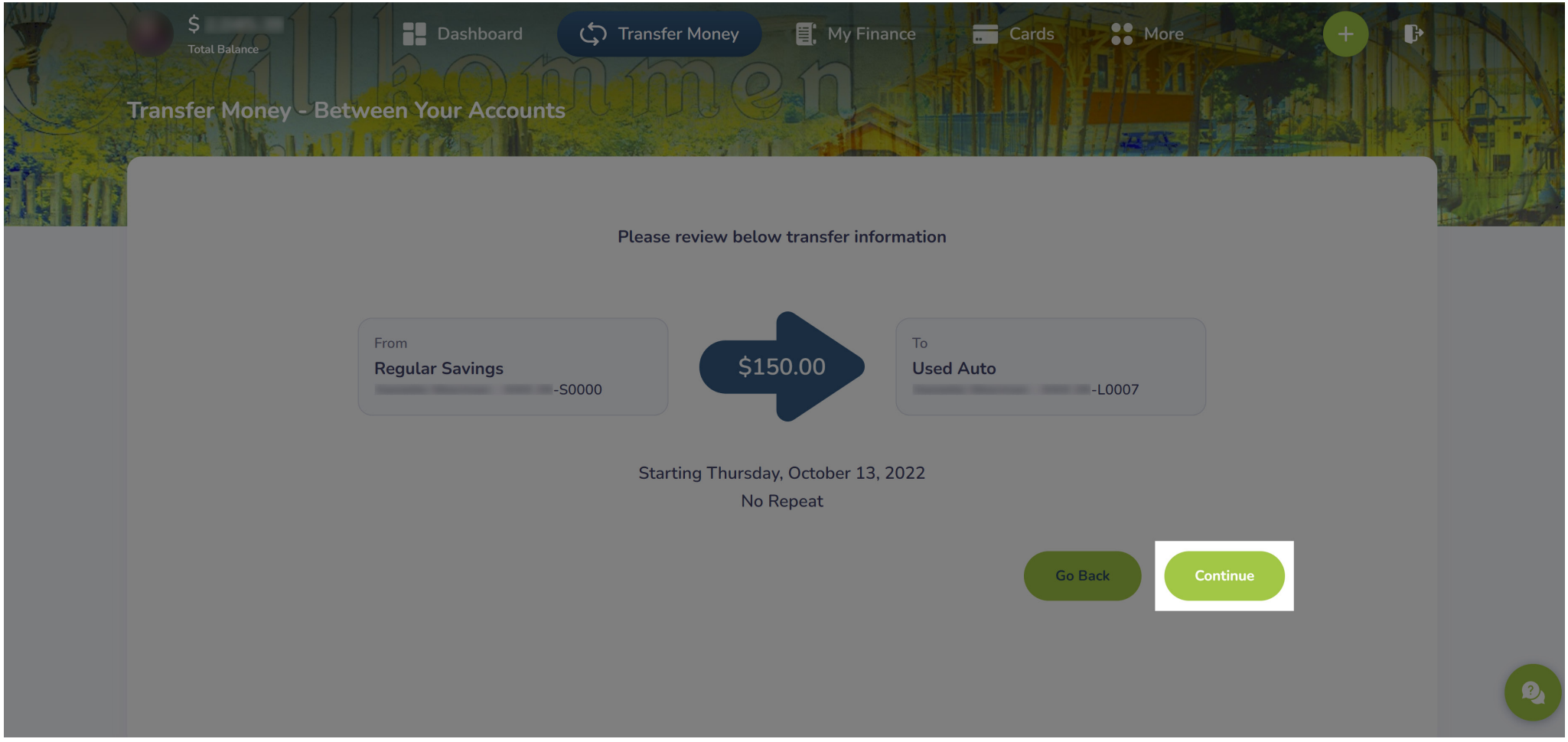

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