

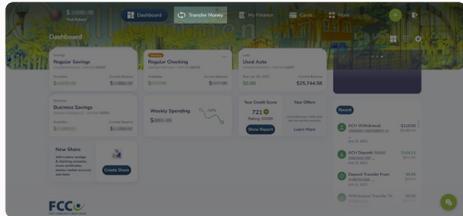
# How to Make a Loan Payment from an External Account

## Online Banking

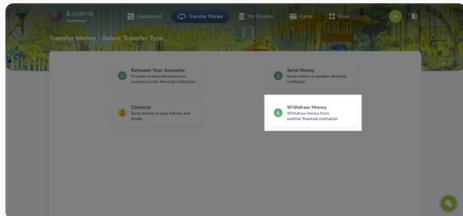
An **External Account** refers to an account that you have at another financial institution. To transfer to and from an External Account, *you will first need to set it up*. The account verification process will take about **1-3 business days** because it involves verifying two micro deposits posted to your other bank account.

Once your External Account setup is complete, transfers sent to and from an External Account may take about **1-3 business days**.

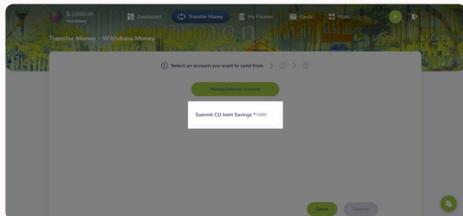
1. From the FCCU Online Banking Login page, log into your account: <https://online.fortcommunity.com/sign-in>
2. Upon login, you will be redirected to your dashboard. Click the **Transfer Money** menu option.



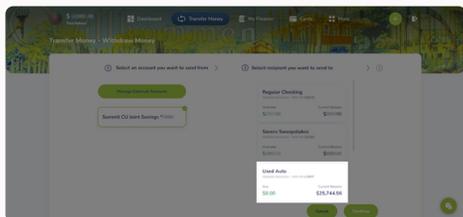
3. Click the **Withdraw Money** button.



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

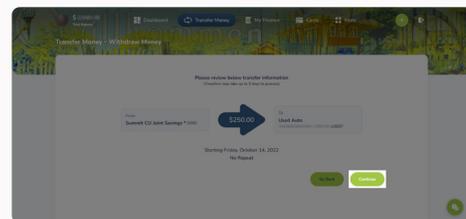


5. Click the loan or credit card you want to make the payment to.



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 radio button next to the text, **"Before continuing, please agree to the Terms and Conditions for external transfer."**
11. Click the **Continue** button.
12. Review the details of your payment.
13. If everything looks good, click the **Continue** button.



**Your payment has now been posted or scheduled.**

# FCCU Online Banking

A Simple Click to Manage Your Money



## Sign In to Continue

Username

Password

Remember Device

[Forgot Password?](#)

Continue

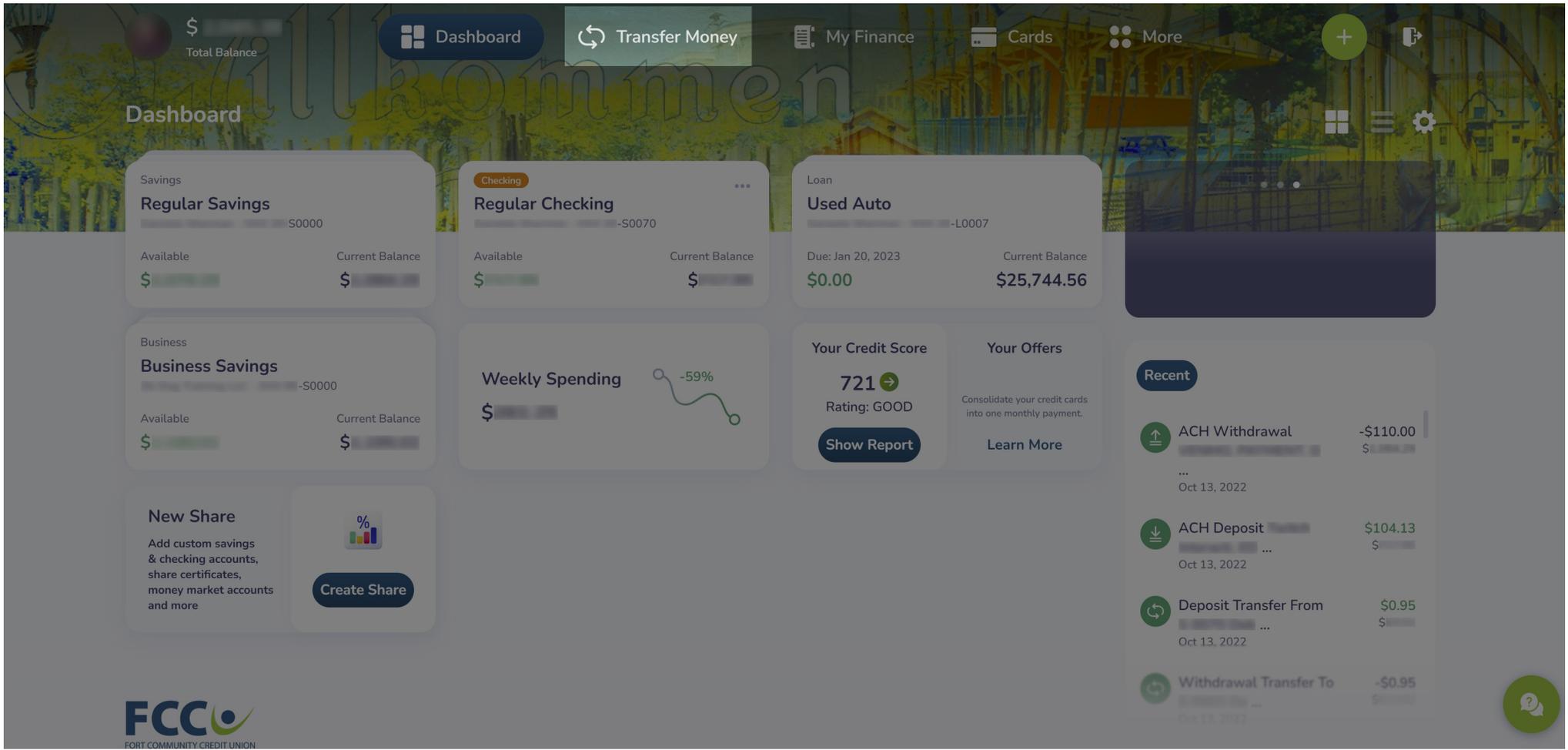
Enroll

Join

By signing in, you agree to our [Privacy Policy](#)  
and [Terms of Service](#)

Federally Insured by NCUA

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.

\$ Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



## Transfer Money - Select Transfer Type



### Between Your Accounts

Transfer money between your accounts in the financial institution



### Send Money

Send money to another financial institution



### Contacts

Send money to your friends and family



### Withdraw Money

Withdraw money from another financial institution



3. Click the **Withdraw Money** button.

\$  
Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



Transfer Money - Withdraw Money

① Select an account you want to send from > ② > ③

Manage External Accounts

Summit CU Joint Savings \*

Cancel

Continue



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

\$ [Redacted]  
Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



## Transfer Money - Withdraw Money

① Select an account you want to send from >

② Select recipient you want to send to >

③

Manage External Accounts

Summit CU Joint Savings \* [Redacted]

Regular Checking

[Redacted]-S0070

Available

\$ [Redacted]

Current Balance

\$ [Redacted]

Savers Sweepstakes

[Redacted]-S0250

Available

\$ [Redacted]

Current Balance

\$ [Redacted]

Used Auto

[Redacted]-L0007

Due

\$0.00

Current Balance

\$25,744.56

Cancel

Continue



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

\$ [Redacted]  
Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



## Transfer Money - Withdraw Money

① Select an account you want to send from >

② Select recipient you want to send to > ③

Manage External Accounts

Summit CU Joint Savings \* [Redacted] ✓

Available  
\$ [Redacted]

Current Balance  
\$ [Redacted]

Savers Sweepstakes  
[Redacted] -S0250

Available  
\$ [Redacted]

Current Balance  
\$ [Redacted]

Used Auto  
[Redacted] -L0007

Due  
\$0.00

Current Balance  
\$25,744.56

VISA Classic  
[Redacted] -L9000

Cancel

Continue



6. Click the **Continue** button.

1 > 2 > ③ Amount

Pay Used Auto loan

Loan Balance \$25,744.56

Payment

Minimum payment due

Minimum payment due

Full amount

Custom amount

\$ 250.00

Date

10/14/2022

Frequency

No Repeat

End Date

None

Before continuing, please agree to the [Terms and Conditions](#) for external transfer.

Go Back

Continue

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.

1 > 2 > 3 Amount

Pay Used Auto loan

Loan Balance \$25,744.56

Payment

Minimum payment due

Amount

\$ 250.00

Date

10/14/2022



Frequency

No Repeat

End Date

None

Before continuing, please agree to the [Terms and Conditions](#) for external transfer.

Go Back

Continue



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.

1 &gt; 2 &gt; ③ Amount

Pay Used Auto loan

Loan Balance \$25,744.56

Payment

Minimum payment due

No Repeat

Annually  
Semiannually  
Quarterly  
Bimonthly  
Monthly  
SemiMonthly  
BiWeekly  
Weekly  
Daily

No Repeat

End Date

None

 Before continuing, please agree to the [Terms and Conditions](#) for external transfer.

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.

1 > 2 > ③ Amount

Pay Used Auto loan

Loan Balance \$25,744.56

Payment

Minimum payment due

Amount

\$ 250.00

Date

10/14/2022

Frequency

No Repeat

End Date

None

Before continuing, please agree to the [Terms and Conditions](#) for external transfer.

Go Back

Continue

10. Click the radio button next to the text, *“Before continuing, please agree to the Terms and Conditions for external transfer.”*

1 > 2 > ③ Amount

Pay Used Auto loan

Loan Balance \$25,744.56

Payment

Minimum payment due

Amount

\$ 250.00

Date

10/14/2022

Frequency

No Repeat

End Date

None

Before continuing, please agree to the [Terms and Conditions](#) for external transfer.

Go Back

Continue

11. Click the **Continue** button.

\$ Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



Transfer Money - Withdraw Money

Please review below transfer information

(Transfers may take up to 3 days to process)

From

Summit CU Joint Savings \*

\$250.00

To

Used Auto

-L0007

Starting Friday, October 14, 2022

No Repeat

Go Back

Continue

12. Review the details of your payment.

\$ Total Balance

Dashboard

Transfer Money

My Finance

Cards

More



Transfer Money - Withdraw Money

Please review below transfer information  
(Transfers may take up to 3 days to process)



Starting Friday, October 14, 2022  
No Repeat

Go Back

Continue



13. If everything looks good, click the **Continue** button.

**Your payment has now been posted or scheduled.**