## How to Transfer Money 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.



## You have the choice between 4 transfer types:



- Between Your Accounts: Transfer money between your accounts and suffixes at FCCU. The following instructions will follow this transfer type.
- Contacts: Send money to your family and friends using their phone number or email address. Transfers to a contact may take 1-3 business days.

You must first add the contact and have them accept the contact invite before you can transfer money to them.

 Send Money: Send money to another financial institution through an external account. Transfers to an external account may take 1-3 business days.

You must first add the external account and complete the account verification process, which may take 1-3 business days.

 Withdraw Money: Withdraw money from another financial institution. Transfers from an external account may take 1-3 business days.

You must first add the external account and complete the account verification process, which may take 1-3 business days.

3. Click the Between Your Accounts button.



4. Click the account you want to transfer from.



5. Click the account you want to transfer to.



6. Click the **Continue** button.



- 7. In the **Amount** field, type in the amount you'd like to transfer.
- 8. In the **Date** field, you can decide if you want the transfer to happen *right now* or be *scheduled for later.* 
  - a. The **Date** field will default to *today's date*.
  - b. If you want this transfer to occur in the *future*, click the calendar icon and choose a date.



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- 9. Click the **Frequency** drop-down menu and choose if you want this to be a *one-time* or *recurring transfer*.
  - a. The **Frequency** drop-down menu will default to **No Repeat**, which will make it a **one-time** transfer.
  - b. If a frequency other than *No Repeat* is selected, you'll have the option to choose an end date for when that recurring transfer will end. You can also leave the **End Date** field blank for the transfer 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 transfer.



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



Your transfer has now been posted or scheduled.





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

S Total Balance Transfer Money - Between Your Account	Transfer Money	My Finance Car	rds	+ -
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4. Click the account you want to transfer from.



5. Click the account you want to transfer to.



Due

\$486.57

\$25,071.00

6. Click the **Continue** button.

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7. In the **Amount** field, type in the amount you'd like to transfer.

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10. Click the **Continue** button.



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![](_page_14_Figure_0.jpeg)

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