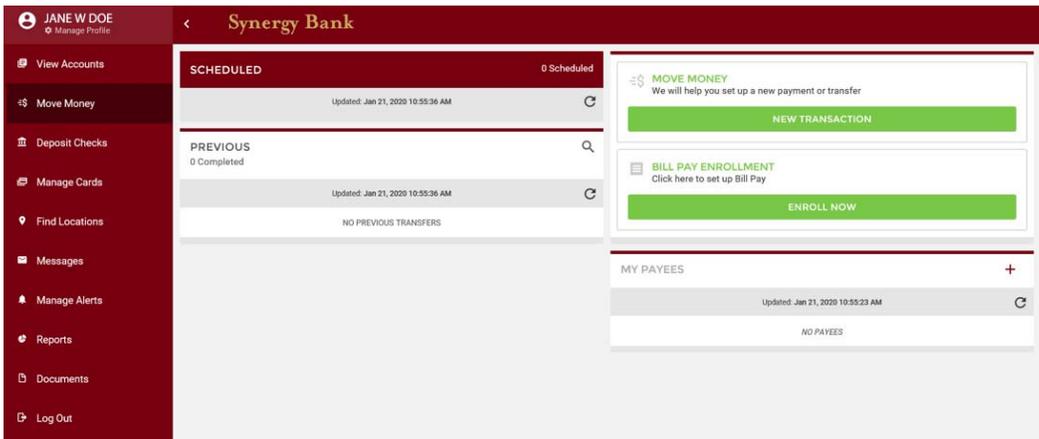
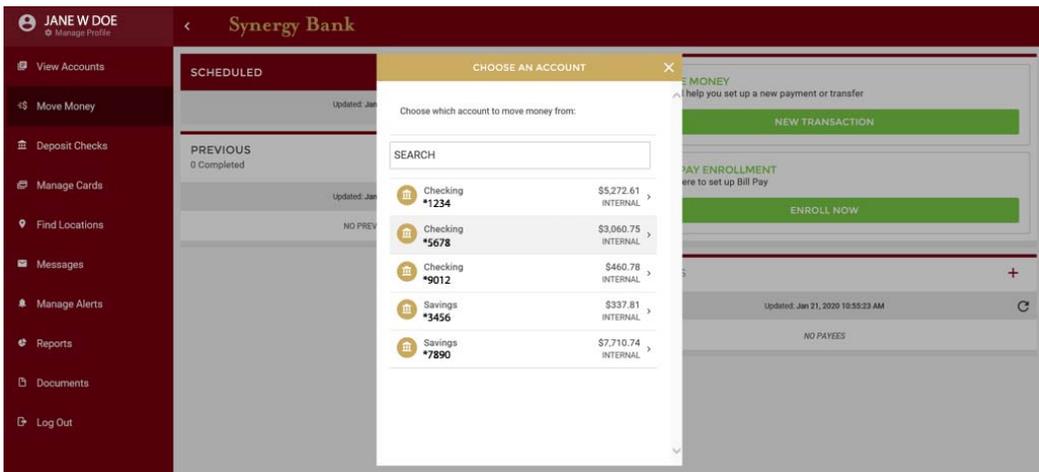


How to Send Person-to-Person (P2P) Payments

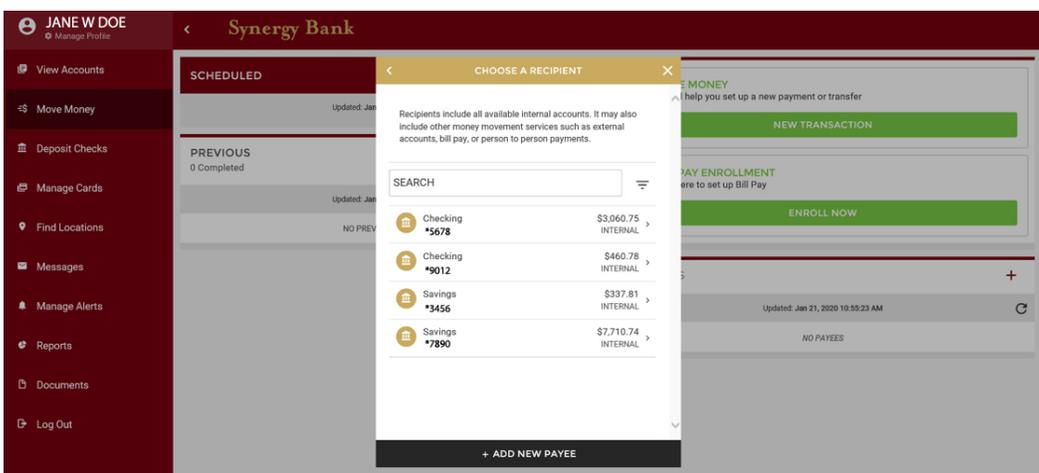
From the Online Banking dashboard, click **Move Money** from the menu to the left of the page. From the Move Money screen, click the **New Transaction** in the Move Money box to the right of the page.



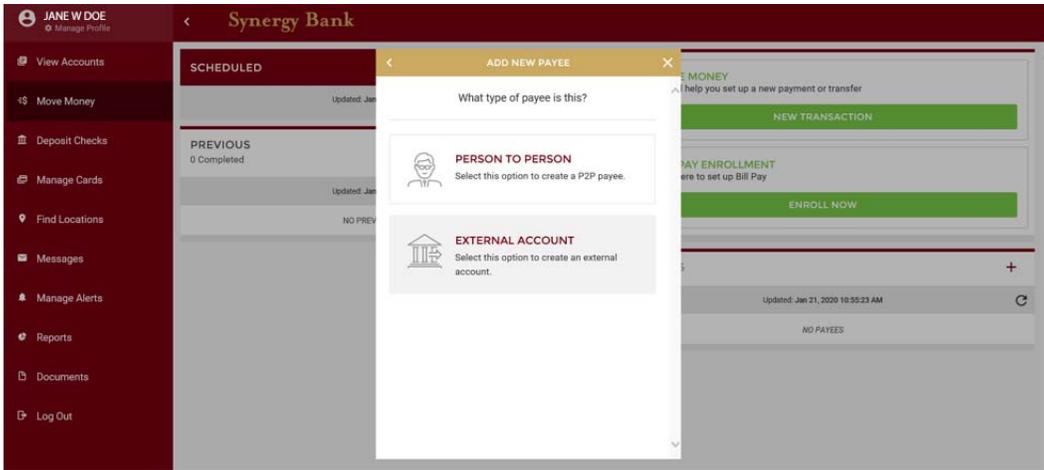
Select the account from which you wish to send money.



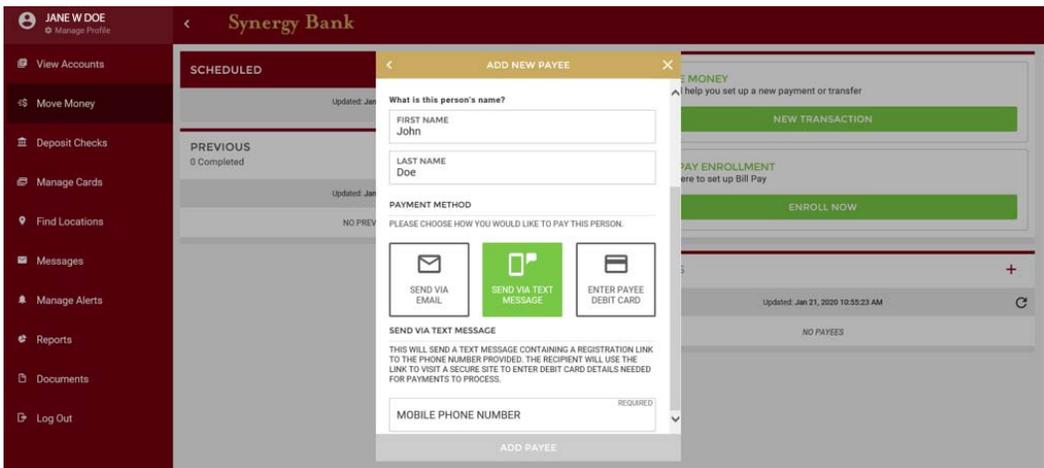
Next, choose the person whom you wish to send money. If you have never sent money to this person before, click **+ Add New Payee** at the bottom of the Choose a Recipient pop-up window.



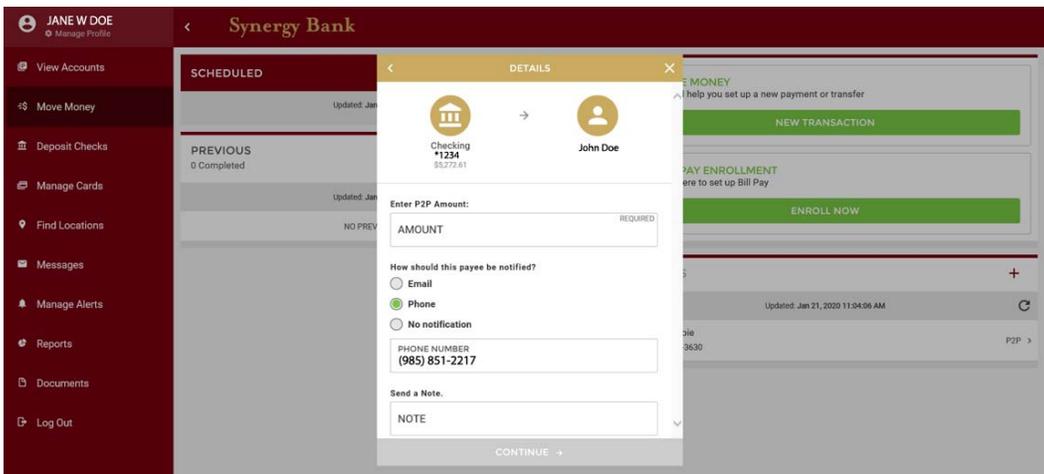
Select **Person to Person** from the Add New Payee pop-up window.



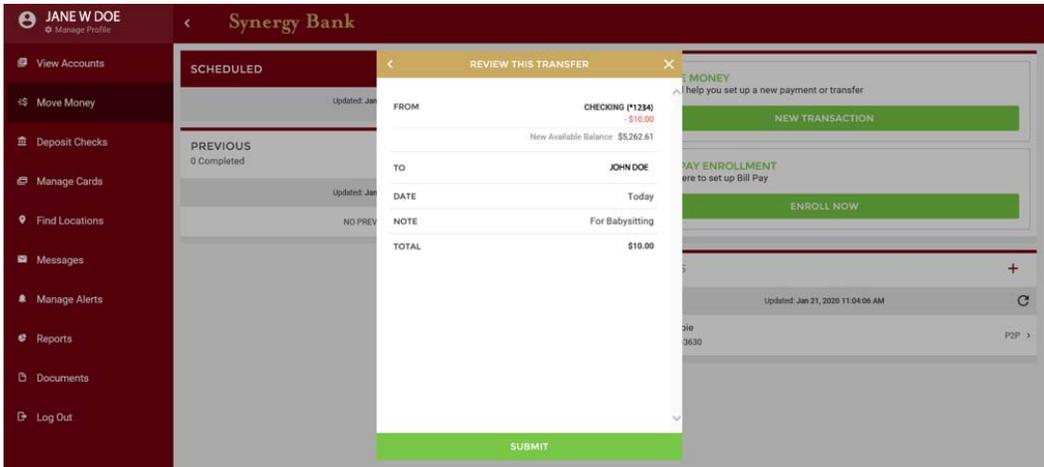
Enter the payee's first and last name in the appropriate fields. Then, choose how you would like to pay that person. You can send via email, text, or using his or her debit card number and expiration date. Enter the appropriate information for your selection. Click **Add Payee**. This person will be saved in your payee list for future transactions.



In the Details pop-up window, enter the amount you want to send. Select the way the payee should be notified, and enter the corresponding information, if applicable. You may add an optional note to send with your payment.



Review your information in the Review This Transfer pop-up window. If the information is correct, click **Submit**. If corrections are needed click the back arrow at the top left of the pop-up window to return to the previous pop-up.



Once the transfer is complete, you will receive a Confirmation Number. Your payee will receive an email or text with information on how to retrieve the payment.

