



MEMBER TO MEMBER TRANSFER

SUMMARY: You can choose to make a single transfer to another Central Minnesota Credit Union account holder or link another account holder's account (for deposit purposes only) to your online login. If you plan to make more than one transfer to the other account holder, or if you need to create a recurring or future-dated transfer, linking the account is required.

To Make a Member To Member Transfer:

1. Click on **Member to Member Transfer**
2. Choose Make a single transfer to another Central Minnesota Credit Union account holder.
3. Click on **Continue**
4. From the **Drop Down Box** choose the account from which the funds will be withdraw from.
5. Put in the Dollar amount (be sure to use the decimal point)
6. For the Description: You do not need to put anything in there but may do so if you would like.

Enter the recipient's account information for your one-time transfer, including

7. Enter the recipient's account number
8. Enter in the the Share/Loan ID # (this has to be 4 digits long. Ex. 0001 or 0088).
9. Select Account Type from the **Drop Down Box**.
10. Enter in the First Three Letters of their Last Name.
11. Click on **Continue**

***You will get a message that looks like this: Your transfer has been completed, you can view the transfer details in "Online Activity". Your transfer has the transaction ID: (ID # will be listed).