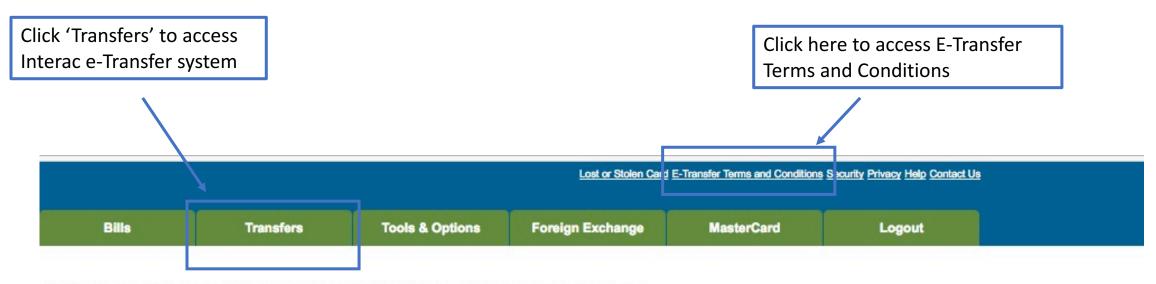
# Accessing the Interac e-Transfer System

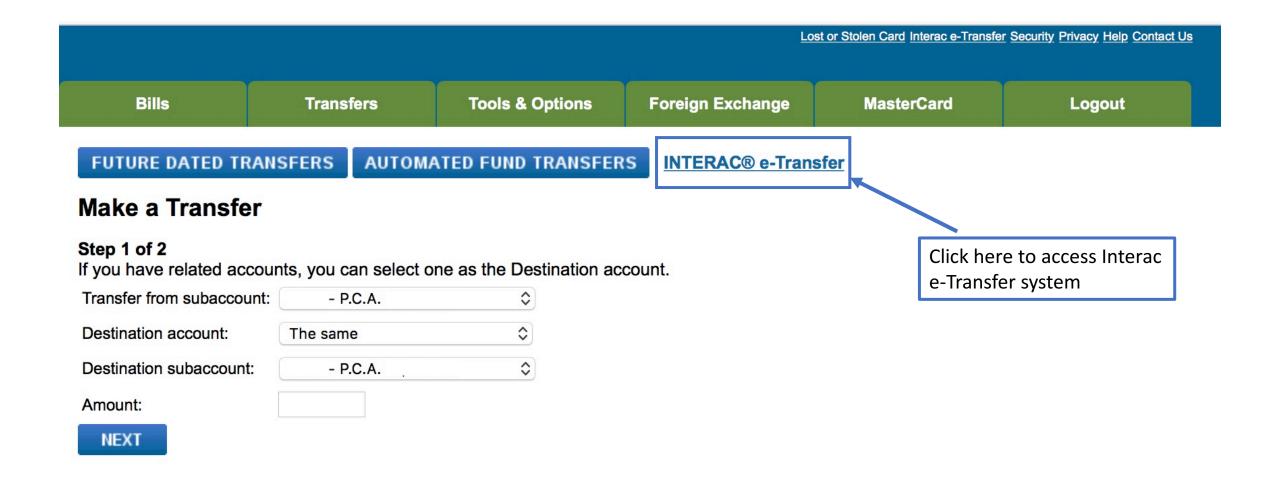


To view statement for an account click on the account name.

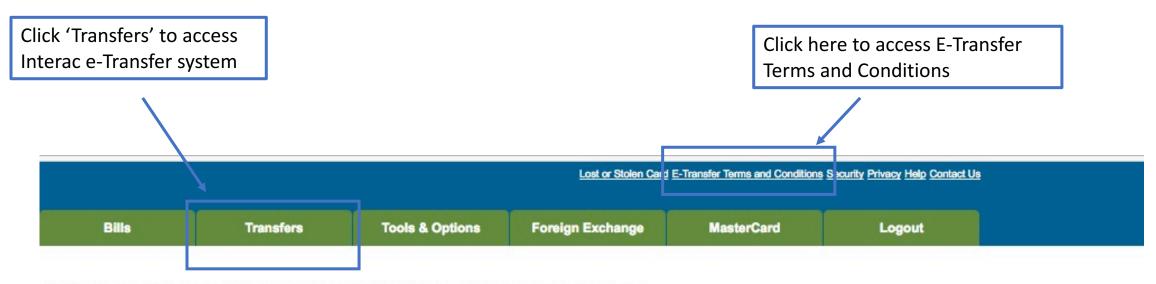
For other activities click on a button from the menu.

Tell us what you think about our new Internet Banking application. Click here to send an e-mail.

You can now increase or decrease the displayed text size by modifying the "Text Size" settings in your browser.



# Setting up your Sender Profile

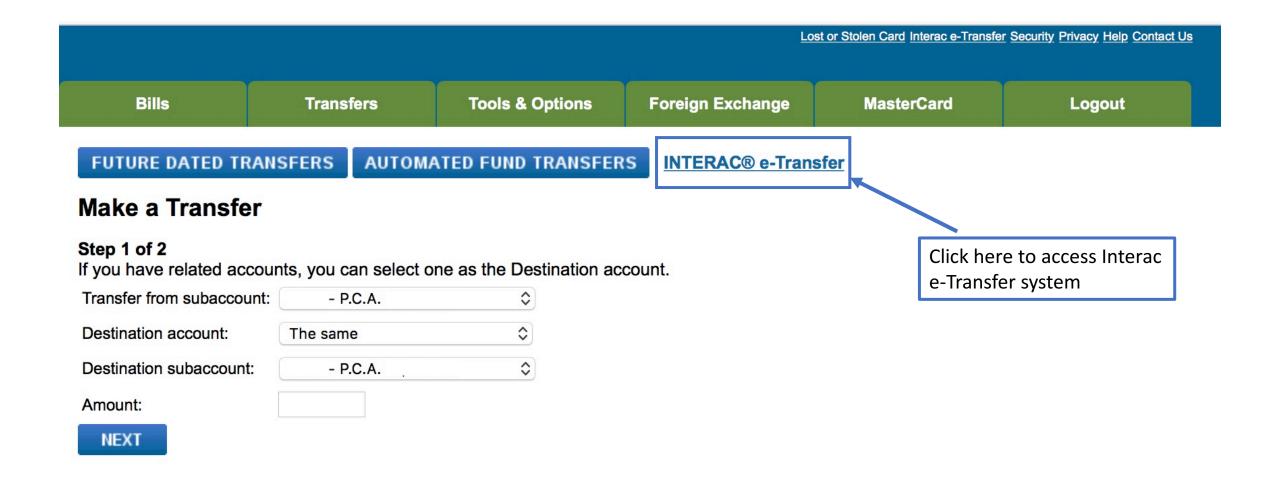


To view statement for an account click on the account name.

For other activities click on a button from the menu.

Tell us what you think about our new Internet Banking application. Click here to send an e-mail.

You can now increase or decrease the displayed text size by modifying the "Text Size" settings in your browser.



# **Creating your sender profile**



- When you first click to send an e-transfer you must create your sender profile.
- This information only needs to be entered once and will be saved for future transfers.
- These preferences can be updated in the future.

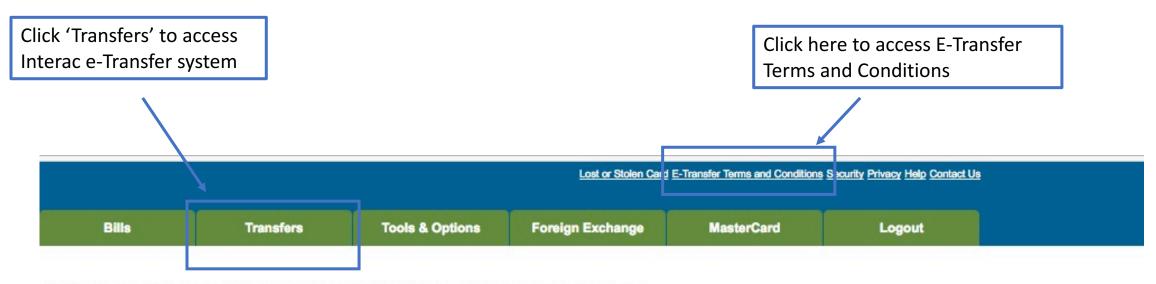
Transfers	Create Your Sender F	Profile		
Send Interac e-Transfer	Name			Logout
Search Transfer History				
View/Resend/Cancel Pending Transfers	Email			
Add/Delete Recipients	<b>Mobile Phone Number</b>		Choose from the dr	op down menu how you
		e.g. 604 223 1234	would like to receiv	e notifications of e-
	Receive Notices By	Select method	\$ transfers: email, or	both email and cell phone.

Click 'Create Profile' when done.

Create Profile

To access online banking, please click  $\underline{\text{Logout}}$ , close this browser window, and log in again.

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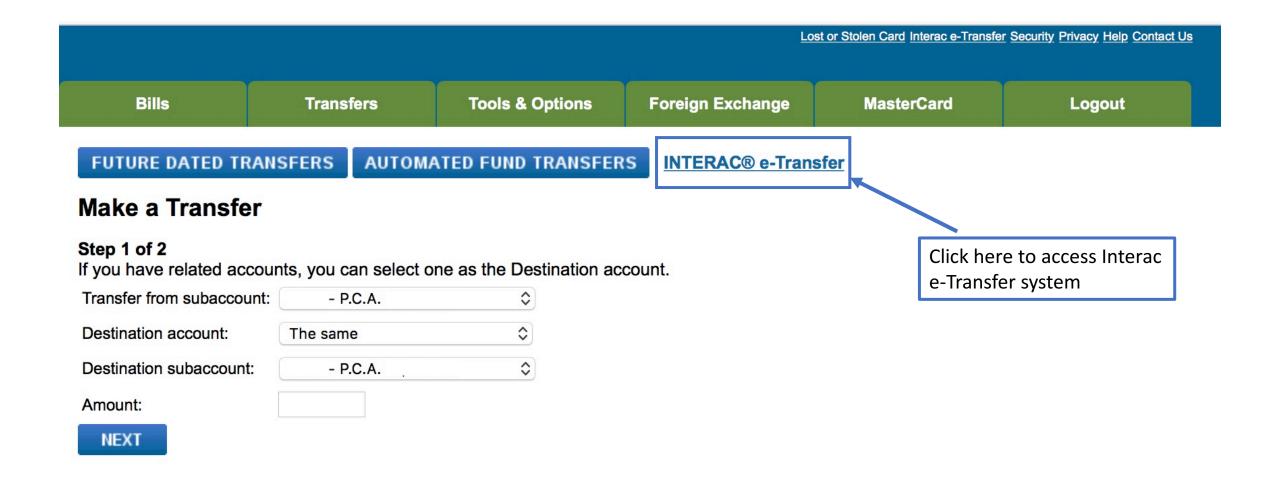


To view statement for an account click on the account name.

For other activities click on a button from the menu.

Tell us what you think about our new Internet Banking application. Click here to send an e-mail.

You can now increase or decrease the displayed text size by modifying the "Text Size" settings in your browser.





Before you can send an e-Transfer, you must add individuals as 'Recipients'.

Transfers	Send Interac e-Ti	ransfer®		
Send Interac e-Transfer	Edit Recipients   Edit Sender Profile   View: Pending   History			Logout
Search Transfer History				
View/Resend/Cancel Pending	Transfer To	Choose One	•	
Transfers		Add New Recipient		
Add/Delete Recipients	Send By	Choose One \$	To	o do this click
	Transfer From	Choose One	₽	ecipient'
	Amount			

click 'Add New

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Cancel

Message

Send Transfer

Powered by MemberDirect® Services

Do not put the answer to your security question in your message.

## **Adding New Recipients**



- Fill in the recipient information as requested below
- Like your sender profile, recipient information will be saved for future transfers

in the message included in your e-transfer.

Transfers	Add Recipient						
Send Interac e-Transfer	Name				Logout		
Search Transfer History							
View/Resend/Cancel Pending Transfers	Email						
Add/Delete Recipients	Mobile Phone Number						
		e.g. 604 223 1234					
	Preferred Language	English 💠			Select how you would like transfers to be sent to recipients: email, mobile phone, or both email		
	Send Transfers By	Choose One	<b>\$</b>		and mobile phone		
	Security Information						
Click 'Add Recipient' when done	Enter a security question and a one-word answer. The recipient must answer this question in						
	order to receive your Interac e-Transfer®.			Choose a security question and answer unique to this			
	Security Question		<b>*</b>	recipi	ent to allow them to securely accept your		
	Answer			transf	sfer.		
	Add Recipient Cancel		This information will also be saved to each recipient for future use.  DO NOT share this answer/password with the recipient				
	® Trade-mark of Interac Inc. Used under license.						

# **Add/Delete/Edit Recipient List**



 When sending future transfers you can select recipients already added or add a new recipient and then send an e-transfer to them.

Transfers	Send Interac e-Tran	nsfer®		
Send Interac e-Transfer	Edit Recipients   Edit Sender Profile   View: Pending   History			
Search Transfer History	4			
View/Resend/Cancel Pending Transfers	Transfer To	Choose One Add New Recipient	\$	
Add/Delete Recipients	Send By	Choose One 💠		
	Transfer From Amount	Choose One	<b>\$</b>	
You can add, delete or edit your recipient lists by clicking either link.	Message	Do not put the answer to your security question in your message.		
	Send Transfer	<u>Cancel</u>		

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 Now that you have added at least one recipient you can send an e-transfer

Transfers	Send Interac e-Tra	ansfer®	
Send Interac e-Transfer	Edit Recipients   Edit S	Sender Profile   View: Pending   History	
Search Transfer History			
View/Resend/Cancel Pending	Transfer To	Choose One C	:)
Transfers		Add New Recipient	
Add/Delete Recipients	Send By	Choose One \$	
	Transfer From	Choose One \$	3
	Amount		
	Message		
		Do not put the answer to your security question in your message.	
When done, click 'send transfer'	Send Transfer  ® Trade-mark of Interaction	Cancel  c Inc. Used under license.	
		Powered by MemberDirect® Services	

- 1. Select a recipient to send an e-transfer to from the drop down menu.
- 2. Select how you will send the transfer: Email, Mobile, or both
- 3. Select which account the money will be transferred from
- 4. Enter the amount to be transferred
- 5. You can include a message to send to your recipient if you would like. Again, do not put the security answer in your message.



(depending on how you sent the e-transfer)

Transfers

Send Interac e-Transfer

Search Transfer History

View/Resend/Cancel Pending
Transfers

Add/Delete Recipients

Send Interac e-Transfer® - Confirm **Transfer To** Recipients name Send By Mobile Number and or Email Transfer From XXX **Date** December 14, 2017 \$104.76 Amount **Service Charge** \$1.00 Total: \$105.76 The question you set up for this recipient **Security Question** 

The amount you are transferring will be displayed here.

A service charge of \$1.00 will be added to all e-Transfers.

Logout

The total confirms the amount you are transferring plus the service charge will be debited from your account.

**NOTE:** After you click **Confirm**, the amount and a \$1.00 service charge will be drawn from your account.

You may cancel the transfer before the recipient accepts it. The service charge will not be refunded.

**APPROVED** 

Confirm

Edit

Cancel

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Click 'Confirm' to confirm all details are correct and send the e-Transfer



- Once you have confirmed your e-transfer and it has been completed you should receive a confirmation receipt that looks similar to this.
- You can also log back into your online banking to check your account and see that it has been correctly sent.

Logout

# Transfers Send Interac e-Transfer Search Transfer History View/Resend/Cancel Pending Transfers Add/Delete Recipients

### Send Interac e-Transfer® - Receipt

Member Card Number XXXXXXXXX Date

Date Thursday, December 14, 2017

4

Transfer Status Completed

Transfer To Recipient

Send By Mobile Number and or Email

Transfer From XXX

Date December 14, 2017

**Amount** \$104.76

Service Charge \$1.00

**Total:** \$105.76

**Security Question** The question you set up for this recipient

**Confirmation Number** 20171214083027663431

#### Print Receipt | Send another Interac e-Transfer®

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## **View/Resend/Cancel Pending Transfers and Checking Transfer Hisotry**



Search Transfer History here

# Transfers Send Interac e-Transfer Search Transfer History View/Resend/Cancel Pending Transfers Add/Delete Recipients

## Pending Interac e-Transfer®s

To remind an Interac e-Transfer® Recipient to accept the funds, click on **Resend Notice** beside the transfer. To cancel an Interac e-Transfer®, click on **Cancel**.

You have no pending transfers.

#### Send Interac e-Transfer®

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You can check pending transfers, and resend or cancel them from this page

Logout

# Receiving an Interac e-Transfer

INTERAC e-Transfer: Senders Name sent you money.

To: Your Name/Email

Reply-To: Senders Name/Email

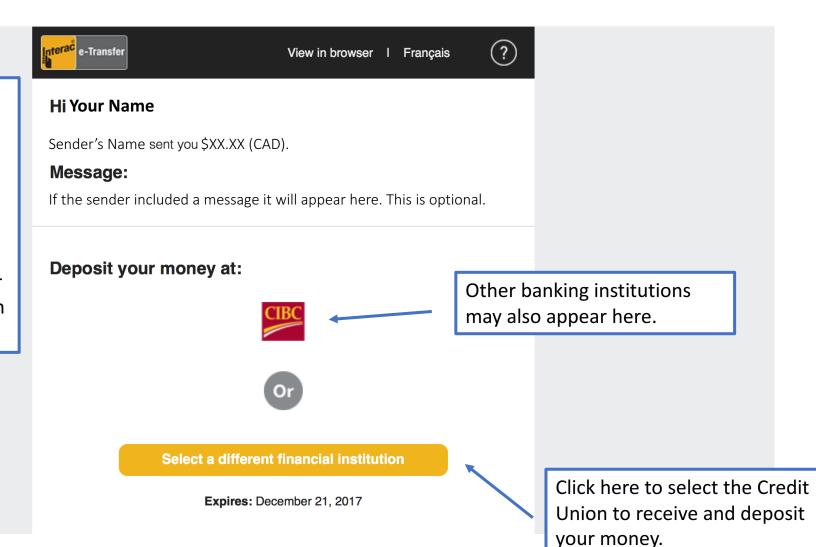
Open the email or text message received from Interac.

Text Message: Click link in message

Email: Click button/link indicated here.

You have one month to receive your etransfer

Depending on your email browser, your email may appear slightly different than the example provided here.



## **⊥** Deposit Your Money

\$XX.XX (CAD)

From: Senders Name

Expires: December 21, 2017

Reference #: CAPn5gpa

Message: Senders message will appear here if included.

#### **Select Your Financial Institution**

Select Your Financial Institution

Select institution



 Once you click on the link in either your email or text message your browser will open and should appear similar to this.



Select 'Ontario' and then 'Dundalk District Credit Union' here to deposit your e-transfer.

Once the Credit Union has been selected click here to deposit your funds. Select Province or Territory

Ontario

Select a Province from the list above

Select Credit Union

Dundalk District Credit Union

\$\displaystyle{\pi}\$

Select a Credit Union from the list above

 This will take you to our online banking login screen.



## **Welcome to the Internet Banking Service**

#### **INTERAC®** e-Transfer

To start a session please enter you	ur Account Number and Password
Account Number:	
Password:	
LOG-IN	CLEAR

Enter your account number and password to log into the online banking system.



#### Receive Interac e-Transfer®

#### Logout of online banking

To accept or decline this transfer, you must correctly answer the security question below.

Transfer Details SENDERS NAME has sent you \$XX.XX.

**Security Question** The question the sender designated to you

**Answer** 

Continue

To access online banking, please click Logout, close this browser window, and log in again.

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Enter the answer to your sender's security question.

If you are unsure of the answer, contact the sender in a secure manner.

The answer is case sensitive.

Click 'Continue' when done.



#### Receive Interac e-Transfer®

#### Logout of online banking

You have answered the security question correctly. Please indicate if you wish to accept or decline this transfer.

would like to	<ul><li>Decline this transfer because</li><li>Accept this transfer and place it in account</li></ul>			
		Message to Sender		

If the e-transfer is correct, select 'Accept' and choose an account (such as chequing or savings) to deposit your money into.

If you wish, you can send a message back to the sender.

Click 'Continue' when done.

Continue

To access online banking, please click Logout, close this browser window, and log in again.

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## Receive Interac e-Transfer® - Confirm

#### Logout of online banking

Please confirm that you wish to accept this transfer.

From SENDERS NAME

Deposit In Member Number XXXXXXXXX

Account name and number

Amount \$XX.XX

Message to Sender Message to be sent back to sender if you included one.

Click 'Confirm' if all details are correct



To access online banking, please click Logout, close this browser window, and log in again.

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- Once you have confirmed your e-transfer and it has been completed you should receive a confirmation receipt that looks similar to this.
- You can also log back into your online banking to check your account and see that it has been correctly deposited.

## Receive Interac e-Transfer® - Receipt

Member Number XXXXXXXXX Date Tuesday, November 21, 2017

Transfer Status Completed

From Senders Name

**Deposit In** Member Number XXXXXXXX

Account Name

Amount \$XX.XX

Message to Sender Your message to sender.

**Confirmation Number** 20171121175637663515

**APPROVED** 

#### **Print Receipt**

To access online banking, please click <u>Logout</u>, close this browser window, and log in again.

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Logout of online banking