

Interbank Transfer Instructions

To complete interbank transferring the first thing you need to do is set up another account to transfer between with your SCCU account.

To do this, you would need to login to your <u>SCCU Home Banking</u> account using a web browser.

Once logged in, click on "Interbank Transfers", then click on "Enrolled Accounts", then click on "Add Account".

Complete each of the fields, the "**Account Name**" is for your use, so you can name this anything you choose. Once all fields have been entered, click "**Submit**".

Within 24 business hours of your submission, a small deposit will be made at your other institution, typically this will be the morning of the next business day.

As soon as this deposit is made, you will need to log back in to your home banking account using a web browser and go to "**Enrolled Accounts**" again.

The account you are setting up will be shown with a box to enter the amount of that deposit on the righthand side. You will enter this amount to verify the account.

Once the account has been verified, you can initiate a transfer between your SCCU account and the other institution.

Please be aware that interbank transfers are not instant and can take 1-3 business days to complete from when they are initiated.