

# How to Send Money (e-Transfer) Using Online Banking

Send money from the comfort of your own home with BAY Credit Union Online Banking.

It's a fast, secure and easy way to send money. Send and receive money using online or mobile banking, all you need is a recipient's email address or mobile phone number.

## 1. Login

Log into Online Banking and click Transfers – Send Interac e-Transfer - on the left navigation panel.

## 2. Select the Recipient

If you've sent money to them, select their name from the list. If you haven't, click Add New Recipient. Enter their name, email or mobile number and enter a security question and answer, then click Add Recipient.

## 3. Choose a Method to Send by

Select to send the notification by email, mobile phone or both.

## 4. Select the Account

Choose the Account you want to send money from.

## 5. Enter the Amount

Enter the amount you wish to send.

## 6. Finalize

Once everything's entered, click Send Transfer to finalize the transfer. The recipient will get a text or email notification of the transfer.

## How to Login to Your Online Banking Account

You must sign up for an online banking account by speaking with a Member Services Representative in branch before attempting to log-in.

Login to your BAY Credit Union account in these steps:

### 1. Visit Website

Go to baycreditunion.com and click the 'Online Banking'\* button to the top right the homepage.

### 2. Enter Username

Enter your CASE Sensitive username and password - click Login.

\*If it is your first time logging in to Online Banking, scroll down on our homepage to the button "Authenticate New Online Banking Account"

Authenticate

New Online Banking Account