

Welcome to Western Division’s A2A guide. Here we will be reviewing the steps you will need to take in order to perform a transfer. Please note the slides provided will reflect either the Desktop or Mobile. Once A2A has been established you will be able to perform transfers and/or payments back and forth between your Western Division membership and your other financial institution.

Helpful Tips:

- Transfers are processed through ACH, please allow up to 3 business days for the transfer.
- Limit per *incoming* transfer is \$5,000/day and *outgoing* transfer is \$15,000/day
- Transferring **OUT** of Western Division, the withdrawal is immediate.
- Transferring **INTO** Western Division the system message is: "\$0.00 A2A TRANSFER DEPOSIT" to let you know the transfer has been initiated.
- Once an A2A is created the transaction cannot be canceled.

DESKTOP or MOBILE WEB

Go to www.westerndivision.org – Login to ItsMe247 Online Banking – Choose “Pay & Transfer”

Set up my transfer:

Step 1. When do I want it to happen?

If you want this to happen right away, pick Right Away. Or, you can schedule it to happen at a later date and whether or not it repeats:

- Right Away
- Bi-weekly
- Monthly
- Weekly

Step 2. Where am I getting the money?

Pick the account you want the money to come from:

My CU accounts:

- 000 - Regular Savings: \$24.39
- 001 - Checking: \$914.01

My accounts at other financial institutions:

- ABC Bank - Last Four 1234

Step 3. Where's it going?

Pick the account where you want to put the money:

My CU accounts:

- 000 - Regular Savings: \$24.39
- 001 - Checking: \$914.01

My accounts at other financial institutions:

- ABC Bank - Last Four 1234

Step 1. When do I want it to happen?

Step 2. Where am I getting the money?

Step 3. Where's it going?

Step 4. How much do I want to transfer?

Enter the amount you want to transfer:

When?

Right Away

From Where?

001 - Checking: \$914.01


To Where?

ABC Bank - Last Four 1234

How Much?

\$100.00

Memo:

 If you authorize this transfer, an electronic transaction will be initiated with your other financial institution. This **cannot** be cancelled by the credit union. You should expect to see the funds in the "Transfer To" account within 3 business days. The timing may vary depending on the institution.

I authorize the credit union to initiate an electronic transaction to the financial institution indicated above.

I Authorize This Transfer

or go back

Would you like to print this transaction before proceeding? When this dialog closes, this transfer will be submitted automatically.

Continue without printing

Print Transaction

MOBILE APP

Open our Mobile App and Login – Choose “Move Money” then “Transfer Money”

