

# EXTERNAL TRANSFERS IN MOBILE BANKING

## Setting Up as External Transfer

1. Log into the Liberty First Credit Union Mobile Banking App
2. On the bottom navigation bar select “Bill Pay”. (Photo 1)
3. At the top, click the drop down arrow next to “Bill Pay Dashboard”. (Photo 2)
4. Scroll down and select “Transfer/Send Money”. (Photo 3)
5. Scroll down to select “External Accounts”. (Photo 4)
6. Select the account you would like to transfer money from the drop down or click “ADD” to enter a new account. To add a new account you will need the external accounts routing #, account #, and account type. You will also be asked to verify two micro deposits made into the external account you are adding.
7. Once you have entered which LFCU account to take funds from, select the external account you would like to transfer funds to. Enter the “Send Date” and “Amount” then click the yellow “Transfer” box. (Photo 5)

Photo 1

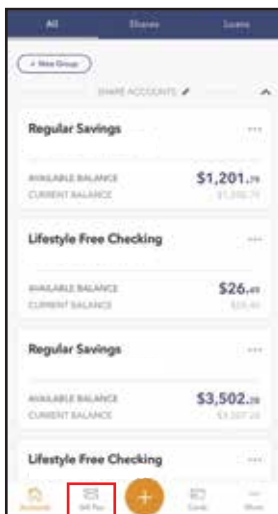


Photo 2

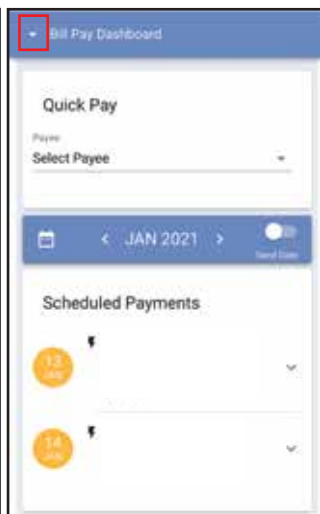


Photo 3

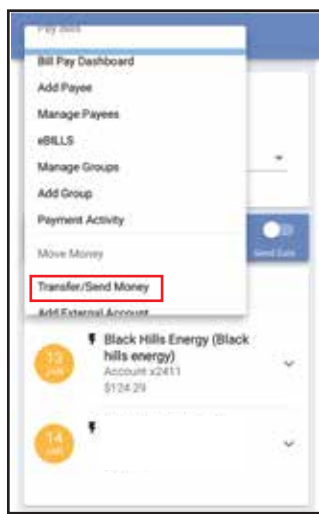


Photo 4

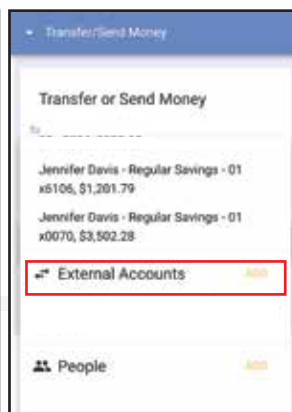
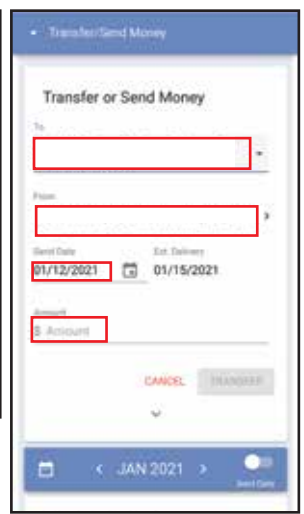


Photo 5



# Setting Up a Non-Member Payment

1. Log into the Liberty First Credit Union Mobile Banking App
2. On the bottom navigation bar select “Bill Pay”. (Photo 1)
3. At the top, click the drop down arrow next to “Bill Pay Dashboard”. (Photo 2)
4. Scroll down and select “Add a Person”. (Photo 3)
5. Fill in the Recipient’s Name and their Email or Mobile number. (This is required for the recipient to receive a link to deposit the funds). (Photo 4)
6. Click Save
7. Under the drop down menu of “Transfer/Send Money” you should now see your recipients name.

Photo 1

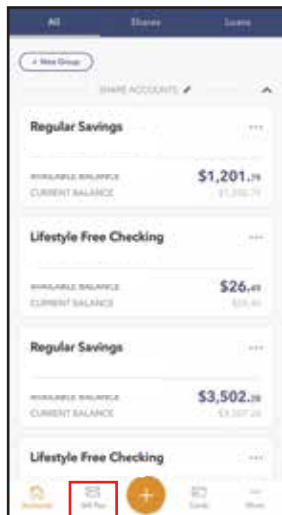


Photo 2

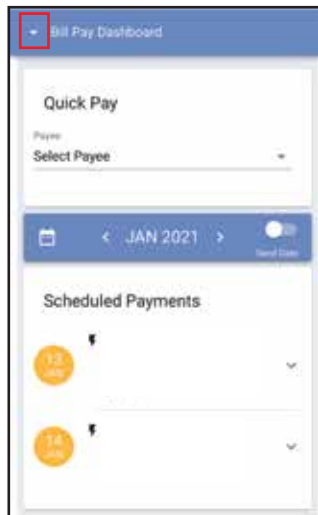


Photo 3

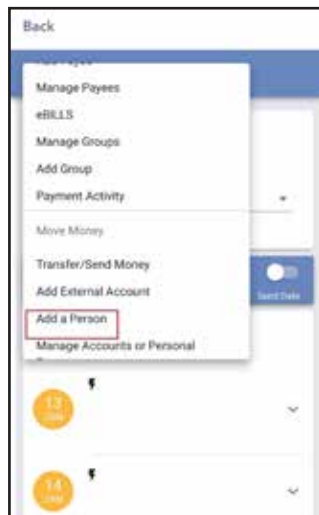


Photo 4

Add Person

Recipient's Name \_\_\_\_\_

Email or mobile \_\_\_\_\_

Re-enter email or mobile \_\_\_\_\_

Mobile numbers require [recipient consent](#)

CANCEL SAVE