

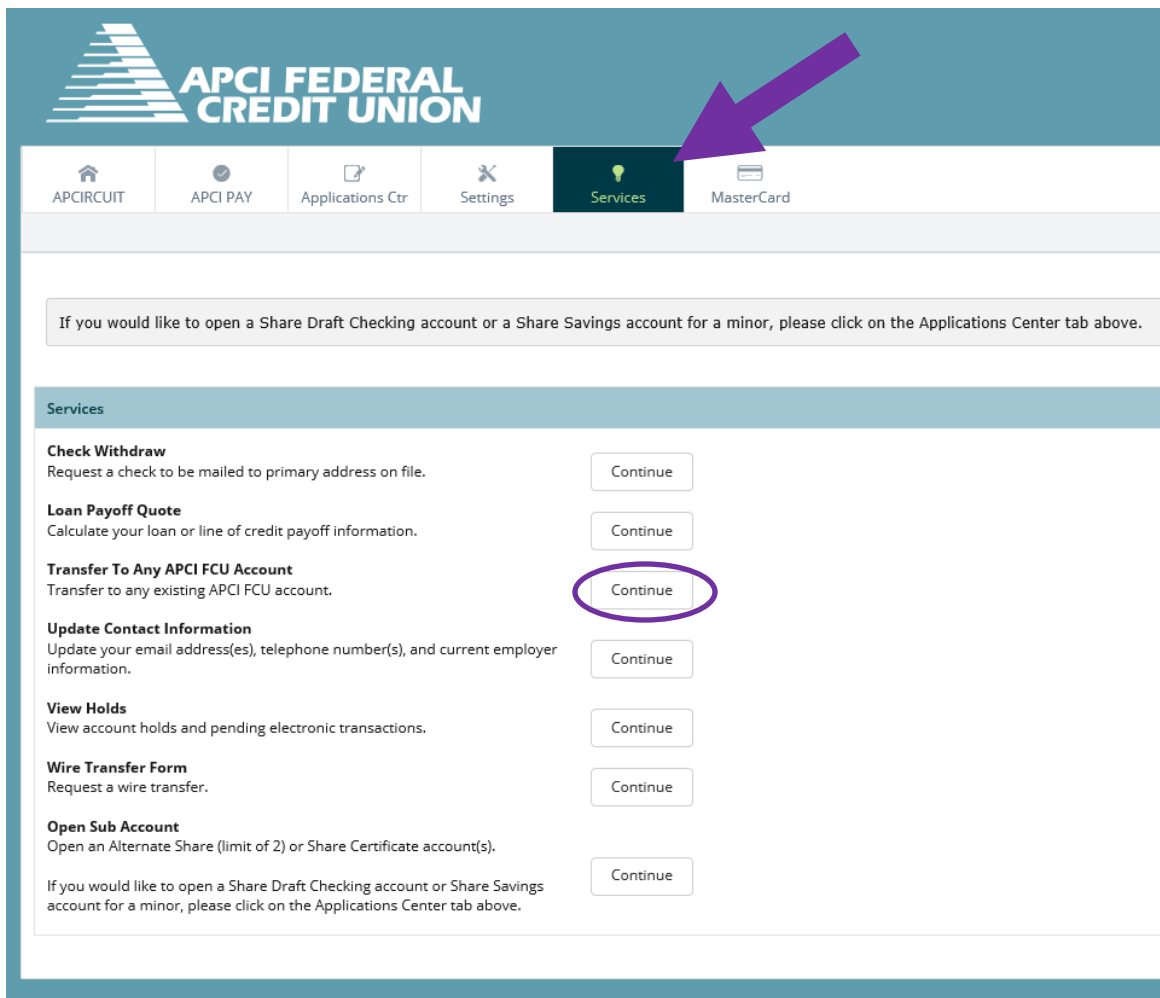
HOW TO – Set up member to member transfers within APCIRCUIT®

APCIRCUIT is the main system of our APCI eCU suite of electronic banking services.

1. Visit apcifu.com and enter your APCIRCUIT ID and click “Continue.” Follow the prompts to complete the login process.



2. If you are looking to set-up a new one-time member to member transfer, select the “Services” tab from the menu bar. Then select continue next to “Transfer to Any APCI FCU Account.”



- Complete the fields by selecting which account you want the money to come out of, then enter the member number you want the money to be credited to. Enter the first three characters of the member's last name in the Account Verification field. Select the Destination Account Type of either Savings or Loan, then the share you want to credit (0001, 0004, etc.), and the Transfer Amount.

Transfer To Any APCI FCU Account

* Denotes required field

* Transfer funds from: CHECKING (Avail: 523.73)

* Transfer funds to account: ABE

* Account Verification: First 3 chars of primary account holder's last name

* Destination account type: Share Loan

* Transfer funds to ID: 1

* Transfer Amount: 1.00

Submit Cancel

- The next screen will show an overview of your transfer set-up. Select "Confirm" if it is correct, "Edit" or "Cancel" if you wish to cancel the transfer.

Transfer To Any APCI FCU Account

Transfer funds from: CHECKING

Transfer funds to account: Share

Destination account type: 0001

Transfer funds to ID: 1.00

Transfer Amount: 1.00

Confirm Edit Cancel

- If you have a member to member transfer already set-up, select the "Transfers" tab from the navigation bar.

APCI FEDERAL CREDIT UNION

APCIRCUIIT APCI PAY Applications Ctr Settings Services MasterCard

My APCIRCUIIT Accounts Order Checks Transactions **Transfers**

We are excited to announce that as of 6/6/17, a new modernized look will be implemented for APCIRCUIIT@ PC Home Banking Service.

Configure This Page

Account Balances	
S0003 ALTERNATE	\$3.67
S0004 SHARE DRAF	\$8.50
S0001 PRIMARY SH	\$6.00
S0002 ALTERNATE	\$2.83

6. **A New Transfer box will open.** Select your account transfer preferences, by selecting the account from which you want the money to come out of, and the account that you want the money to be credited to.
 - a. If you want the funds to be credited to another member’s account and you’ve initiated this transfer before the conversion, you will see that member’s account number, name and account type in the dropdown that says “Transfer funds to.” If you do not see the account number in the dropdown, please call the Credit Union at (800) 821-5104 for it to be added.
 - b. Continue setting up the transfer by entering the transfer amount, selecting the frequency options (one time, weekly, bi-weekly, semi-monthly or monthly), entering the transfer date and completing the optional transfer memo option if you choose. Note: If you are setting up a one-time member to member transfer, you will not be required to select a “Stop Date.” However, if you are setting up a member to member transfer and you select a “Frequency,” you will be required to select a ‘Stop Date.’”

New Transfer ?

Transfer funds from * CHECKING [Available Funds](#)

Transfer funds to * S0004

Payment options None

Transfer amount * \$1.00

Frequency * Weekly

Week Day * Monday

Stop Date * 12/25/2017

Transfer Memo

Submit

7. **Click the “Submit” button to review your transfer details.** To process your transfer, click the “Confirm” button. To edit your transfer information, click the “Edit” button. To cancel your transfer, click the “Cancel” button.

Review Transfer

Transfer funds from S0001 PRIMARY SH

Transfer funds to S0004 SHARE DRAF

Payment options None

Transfer amount \$1.00

Frequency One Time

Transfer Date 07/26/2016

Cancel Edit Confirm

8. **After clicking the “Confirm” button, a Transfer Confirmation will appear with your Account Transfer details.** To process another transfer, click the “Add Another Transfer” button.

Transfer Confirmation

Your transfer of funds has been completed.

Current date: 07/26/2016
Current time: 11:04:52

Transfer from account: S0001 PRIMARY SH
Transfer to account: S0004 SHARE DRAF

Transfer amount: 1.00
Transfer date: 07/26/2016
Transfer description: Home Banking Transfer

CONFIRMATION NUMBER

0808000008018

Please retain this number for your reference

[Add Another Transfer](#)

9. You can also complete a one-time Transfer using the Transfer Widget box if you have it setup to appear on your APCIRCUIT Home Page. Enter the transfer amount, select the account you want to transfer to and click the “Transfer” button.

APCI FEDERAL CREDIT UNION

APCIRCUIT | APCI PAY | Applications Ctr | Settings | Services | MasterCard

My APCIRCUIT | Accounts | Order Checks | Transfers

We are excited to announce that as of 6/6/17, a new modernized look will be implemented for APCIRCUIT® PC Home Banking Service.

Configure This Page

Account Balances	⚙️	⊕	⊗
S0003 ALTERNATE		\$3.67	
S0004 SHARE DRAF		\$8.50	
S0001 PRIMARY SH		\$6.00	
S0002 ALTERNATE		\$2.83	

Transfer ⊕ ⊗

Transfer \$:

From: S0001 PRIMARY SH

To: S0004 SHARE DRAF

[Transfer](#)

10. A Transfer Processed Successfully message will appear at the top of the APCIRCUIT page along with a Confirmation number for your reference.

The screenshot displays the top portion of the APCIRCUIT web application. At the top left is the logo for APCI FEDERAL CREDIT UNION, featuring a stylized white triangle composed of horizontal lines. To the right of the logo, the text "APCI FEDERAL CREDIT UNION" is displayed in white on a teal background. Below this is a navigation bar with several menu items: "APCIRCUIT" (with a home icon), "APCI PAY" (with a payment icon), "Applications Ctr" (with a document icon), "Settings" (with a gear icon), "Services" (with a lightbulb icon), and "MasterCard" (with a card icon). Below the navigation bar is a secondary menu with "My APCIRCUIT" (with an upward arrow icon), "Accounts", "Order Checks", and "Transfers". A light gray message box is positioned below the menu, containing the text: "Transfer Processed Successfully: A transfer of \$1.00 from 50001 PRIMARY SH to 50004 SHARE DRAF has been made. Confirmation number: 08080001571432."