

Popmoney Payments

SIMPLE AND SECURE

- Transfer money to anyone via text or email
- Send or request money with no fees

HOW TO GET STARTED

1. Select *Popmoney* under the *Move Money* menu.
2. Click *Get Started*.
3. Confirm your contact information and accept the Terms and Agreements.

SEND A PAYMENT

1. Click the *Send Money* tab.
2. Click *Add a New Contact*. Enter recipient information in the boxes.
3. Enter an amount from \$10-\$2,000 and a send date.
4. If you'd like the payment to be recurring, check the *Make this recurring payment* box. You can then select your Frequency and Duration.
5. Click *Continue*.
6. Check your payment information and click *Send Payment*.

REQUEST A PAYMENT

1. Click the *Request Money* tab.
2. Select or create a contact to request from.
3. Enter the amount you'd like to request and where you'd like it to be deposited to.
4. If you'd like to add a due date, check the *Add a due date* box and select a date on the calendar.
5. Click *Continue*.
6. Check your request information and click *Send Request*.

