

MAKING A LOAN PAYMENT

INSTRUCTIONAL GUIDE

BAKER



BOYER

Member FDIC

MAKING A LOAN PAYMENT

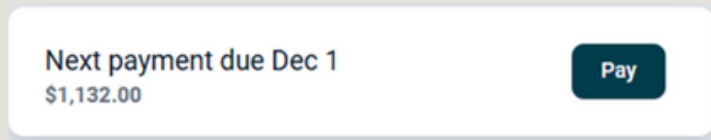
Step 1: From the Main Dashboard of your Online Banking, select your loan.

- If you have several accounts, you may need to select the arrows to view more accounts OR click View all.

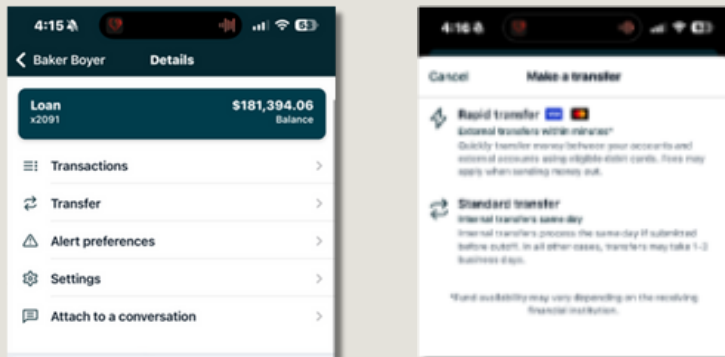


Step 2: If you are logged into Online Banking via a browser, please follow step A. If you are logged into the mobile app, please follow step B below. After following Step A or B, proceed to Step 3.

- a. Browser Method - your payment information will display on the right. To make a payment, click 'Pay'.



- b. Mobile App - Click Transfer. Select Standard Transfer



Step 3: Select the 'From Account'.

- This is the account that will be debited.

Step 4: Select the 'To Account'.

- This should default to the Loan that you wish to pay.

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Step 5: Input the amount.

- This will default as the amount due. The amount can be adjusted manually, if desired.

Step 6: Select More Options.

Step 7: Input the Type.

- Regular.
- Principal.

Step 8: Select the Frequency.

- Once
- Weekly
- Every two weeks
- Twice a month
- Monthly

Step 9: Input the Date you wish the payment to be made.

- This will default to the soonest available date and can be adjusted, if desired.

Step 10: Input a memo.

- This is for your reference only.

Step 11: Click Submit.

< Transfer

From Checking \$1,496.75 >

To Loan \$181,394.06 >

Amount \$ 1132.00
\$1,132.00 due
Estimated payoff ⓘ \$181,539.42

More options

Submit

Transfers completed after 6:00 PM may be processed the next business day.

< Transfer

From Checking \$1,496.75 >

To Loan \$181,394.06 >

Amount \$ 1132.00
\$1,132.00 due
Estimated payoff ⓘ \$181,539.42

Type Regular >

Frequency Once >

Date Soonest available Due Dec 1 >

Memo For immediate, internal transfers only Memo 0/20

Hide options

Submit

Transfers completed after 6:00 PM may be processed the next business day.