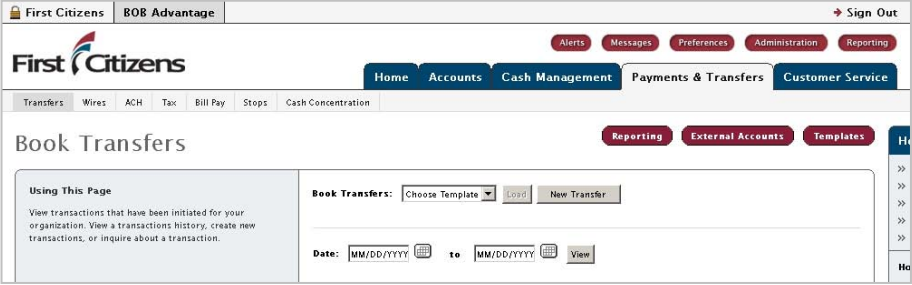
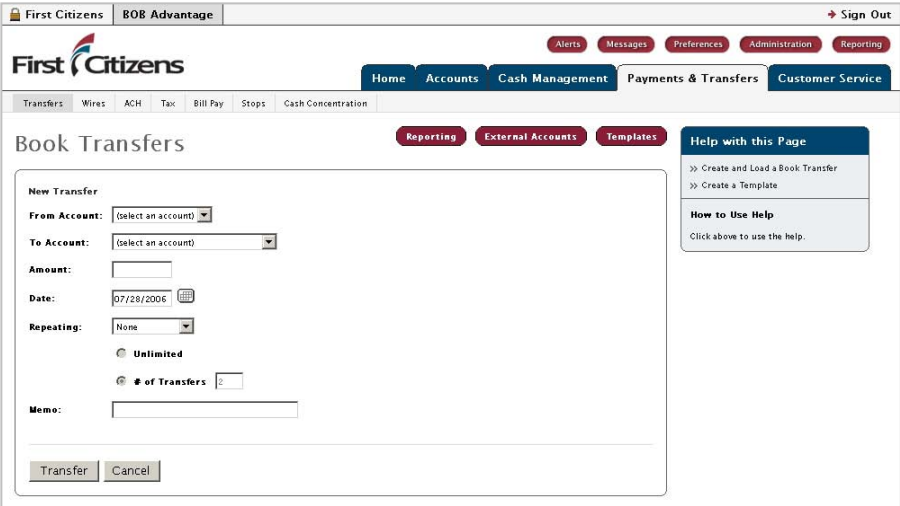


Transfer Funds Between Accounts

Step	Action
1.	<p>On the Book Transfers screen, click New Transfer and the New Transfer screen displays.</p> 
2.	<p>Select the applicable accounts from the From Account and To Account drop down lists.</p> 
3.	Enter the Amount of the transfer.
4.	Enter the Date of the transfer.
5.	If this will be a recurring transfer, select the Repeating frequency from the drop down list
6.	If a recurring transfer, select whether the transfer will be unlimited (will continue indefinitely) or for a fixed number of transfers (# of Transfers).
7.	If applicable, enter descriptive information in the Memo field.

Transfer Funds Between Accounts

8.

Do one of the following:

- Click **Transfer** to continue and the Book Transfer Verify screen displays.

On the Book Transfer Verify screen, review the information for accuracy and do one of the following:

- ✓ Click **Submit Transfer** to send the transfer and the Book Transfer Confirm screen displays.

First Citizens BOB Advantage Sign Out

Alerts Messages Preferences Administration Reporting

Home Accounts Cash Management Payments & Transfers Customer Service

Transfers Wires ACH Bill Pay Stops Cash Concentration

Book Transfer Confirm

Using This Page

A Book Transfer request has been submitted on the account numbers described below. Please press the print button on your browser to generate a hard copy of this book transfer request. This transaction is subject to bank rules and regulations governing such electronic transactions as described in our services agreement. Please keep these numbers handy in case you have any questions regarding this transaction.

Book transfers occur immediately but may take up to two business days to appear in the Detail Transaction section of Account History.

If any portion of the information below is incorrect, or you have further questions, please contact customer service.

Your reference number is 23115757046957500.

From Account: 12345 - OPTION CHECKING
To Account: 45678 - NOW CHECKING
Amount: \$10.00
Type: Internal
Date: 09/06/2006
Memo:

DONE

Help with this Page

Confirm a Book Transfer

How to Use Help

Click above to use the help.

- Click **Done** to complete the transfer and return to the Book Transfers screen.

- Click **Save as Template** to save the information in a template to be used again.
 - ✓ Enter a **template name** in the New Template Name field.
 - ✓ Do one of the following:
 - Click **Save Template** to save the template.
 - Click **Cancel** to return to the Book Transfer Confirm screen without completing the transfer.
- Click **Back** to return to the new Transfer screen to make any changes.
- Click **Cancel** to return to the Book Transfer screen without completing the funds transfer.