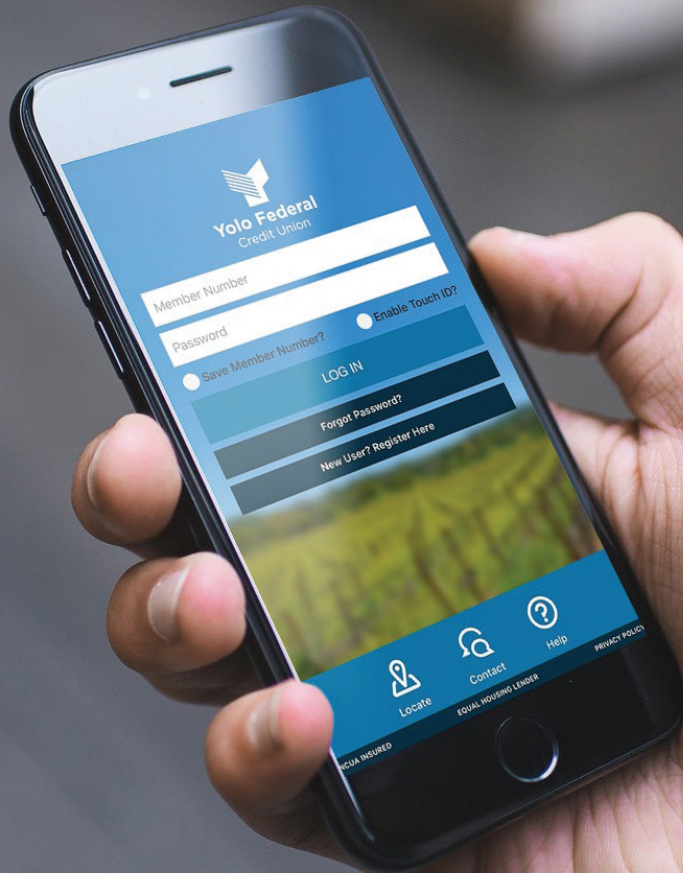




**Yolo Federal**  
Credit Union

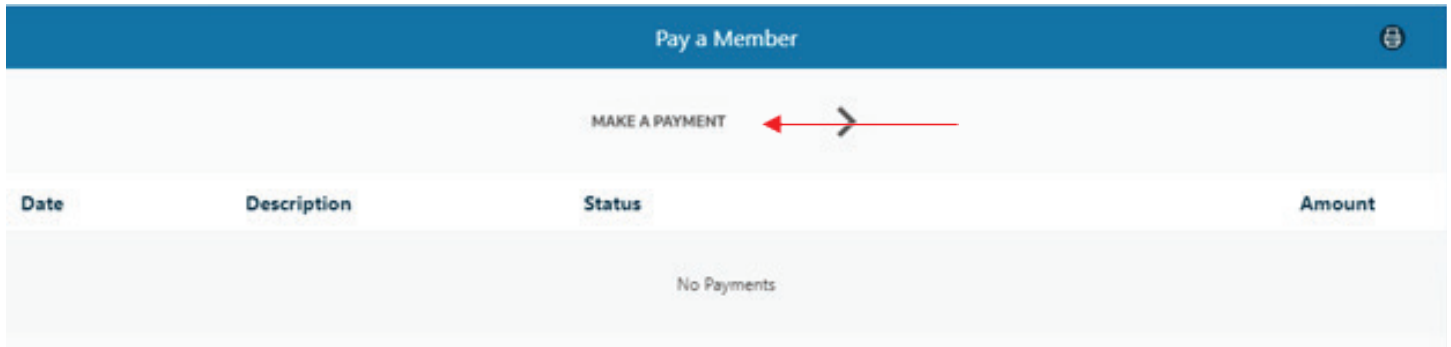


USER GUIDE

# Pay a Member

# Pay A Member

To make a payment to a Yolo Federal Member using the Pay A Member feature, first select Make a Payment button on the dashboard.



Then you will need to enter the payment information, such as the account you'd like your payment to come from, the member's Last Name, the member's Account type (Ex. S1, S5), the member's Account Number, and the payment amount. There is an optional section for you to leave a memo about the payment. Once the payment information has been completed, select the blue submit button to confirm.

The screenshot shows the 'Pay a Member' form. The form is divided into two main sections: a left section for entering payment details and a right section for a summary. The left section contains the following fields:

- From:** A dropdown menu with 'Select...' and a red arrow pointing to it.
- Last Name:** A text input field with 'Last Name' and a red arrow pointing to it.
- Account Type ex. S1, S5:** A text input field with 'Account Type ex. S1, S5' and a red arrow pointing to it.
- To:** A text input field with 'Account Number' and a red arrow pointing to it.
- Amount:** A text input field with '\$0.00' and a red arrow pointing to it.
- Memo:** A text input field with 'Memo'.

The right section, titled 'Summary', contains the following information:

- Amount:** \$0.00
- From Account:** --
- Last Name:** --
- Payee Account Number:** --
- Select Payee Account Type:** --

At the bottom of the form, there are two buttons: a red 'Cancel' button on the left and a blue 'Submit' button on the right. A red arrow points down to the 'Submit' button.