



Instructions for computer/laptop access (not banking app) for *Interac e-Transfer*:

- Log into your own on-line banking account
- Click on *Payments &/or Transfers*
- Click on *Interac e-Transfers*
- You should see an '*Add New Recipient*'; you may need to click on an additional '*Send to New Recipient*' link to create the Recipient
- Proceed with creating the New Recipient by adding the Recipient Name as *SVBC or Sturgeon Valley Baptist Church*
- Enter ***financial@svbc.ab.ca*** as the email address. **NOTE:** This is an automatic deposit so please be sure the spelling of the email is accurate, there is no security question necessary
- Enter the amount you wish to donate
- If you have more than one account, choose the account you want to withdraw the funds from
- Scroll to the bottom & click on '*Verify e-Transfer*'
- You may be given an additional opportunity to verify or be guided to submit your e-Transfer
- Submit