How to Get Started With Person-to-Person Payments (P2P)

CITIZENS BANK OF LAS CRUCES: My NetTeller - Microsoft Internet Explorer provided by Citizens Bank of Las Cruces - • × 🕒 🗢 🔻 https://cm.netteller.com/ 🝷 🔒 Jack Henry and Associates, Inc [US] 🗙 🚼 Google File Edit View Favorites Tools Help 🗴 🛄 Snagit 🧮 📺 🐈 Favorites 🛛 👍 📶 Volume Licensing Service ... 🔁 Suggested Sites 🔻 🔊 Web Slice Gallery 🕶 🐴 👻 🔝 👻 🚔 💌 Page 💌 Safety 💌 Tools 💌 🔞 💌 CITIZENS BANK OF LAS CRUCES: My NetTeller Secure E-mail Logout 'izens Bank CRUCES OF LAS ine Hometown Banking Gen Citizens Bank of Las Cruces PO Box 2108 Las Cruces, NM 88004-2108 575-647-4100 Set As Start Page | <u>Configure This Page</u> t Balances 🧕 🦪 😣 0 3 😣 3 😣 id You K No accounts selected. Use the 'Configure Settings' icon above to select your accounts to view. ...you can make a transfer or download transactions right from this page? D CHECKING ACCOUNT 1 2,161.91 Info Find out more... Recent Transactions o 1 0 A 😣 rts Amount Date Storing and a state -----CONTRACTOR OFFICE No Alerts DISCOVER E-PAYMENT Change 02/21/12 (1,020.03) ACH Ent ry Memo Posted Today 3 \otimes Last Login: 02/11/2012 - 11:23:19 AM ad PAYROLL CITIZENS BANK 02/09/12 941.62 = OF 112201280000021PPD ---Select Account-WM EPAY WalMart CC 021000028075856WEB -02/07/12 (559.58) --Select Format--11 EPAY CHASE --Select Range---02/06/12 (634.92) 021000026624382WFB INVESTMENT EDWARD Do We Are MAIN St. 0 0 Not WALL No GoTo items selected. Use the 'Configure Settings' icon above to select your items. R \mathbf{x} No new Secure Messages CITIZENS BANK 🌏 Internet | Protected Mode: Off 🐴 🔹 🔍 100% 💌

1. Click **Configure This Page** to add the *sendmoney* widget to your *MyCitizens Online* configuration.

2. Click the Plus sign next to the **sendmoney** widget to make it available.

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3. You can change the display order of the widgets by dragging them up or down.

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When finished, click Save to return to the *MyCitizens Online* page.

4. Click on the *sendmoney* widget to enroll.

- Your name and account number information will automatically pre-fill.
- Please provide your e-mail address and confirm it below.
- Choose a Challenge Phrase from the drop-down list. The answer to this phrase will be required to make any future changes to your information.
- Check the box for 'I agree to Terms & Conditions', then click Continue.



5. Edit your contact information by clicking on My Account. Then click Edit.

You will be asked for your Challenge Phrase answer.

Personal Informatio	97 <u>(Edit</u>)	
Name	101000-0000	
Email		
Home Phone	10000.00000000	
Work Phone	1000 100 1100 1100	
Mobile Phone	100000000000000000000000000000000000000	

When creating first-time payees, you will choose one of the above phone numbers, e-mail address or text message device to receive an authorization code.

6. *sendmoney* to a new Payee.

- Enter the name, Email address and amount of the payment.
- Choose the Process Date.
- Enter the keyword that you have previously shared with the Payee.



The keyword is usually communicated verbally with the Payee. It is required in order for the Payee to be recognized in the payment retrieval process. This process happens one-time. All future payments to the same Payee bypass this process.

7. Select how you would like to receive the one-time activation code that will be generated to establish this Payee. Then click 'Request Code'.

P2P Widget	×
Send Money My Account 2 866-277-4904	ń
First-time payee activation	
1 Select Delivery Method	
For security purposes, a simple activation step is required the first time you send payment to a new payee. You will skip this step for future payments to Scott Beer.	
Request your activation code by selecting a delivery method below.	=
Home Phone (575)	
Work Phone (575)	
Mobile Phone (575)	
Text Message	
© Email r Update	
② Enter Code	
About Member	
Privacy & Security FDIC	
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8. A 4-digit code will be sent using the delivery method you chose in the previous screen.

P2P Widget	×
Send Money My Account	866-277-4904
First-time payee activation	
Select Delivery Method	
② Enter Code	
Activation code sent Please activate by entering your Your activation code is being sent to (575) Enter Activation Code	code below. Continue <u>Click here to resend code</u>
Verisign Trusted Verisity	t Member Isoy & Security FDIC

9. Review the payment for correctness. You may add a Personal Note of up to 300 characters in the space provided.

To complete the payment, click **Send Money**.

Review payme	2 866-277-4904
то	
Email	
Amount	10 Mail
Pay from	*****6106
Process Date	03/14/2012
Keyword	Rectaura .
Add a Personal Note Limit to 300 characters (optional)	
	Send Money

10. What happens next?

P2P Widget	×			
Send Money My Account 2 866-277-4904	Î			
Your payment is now being processed.				
What happens next?				
will receive an email to inform them of a pending payment from you. The transaction will complete when the process date is met and submits their deposit account information. will need the keyword you created to complete their half of this first time payment process. Be sure to share the keyword in a secure manner.				
Once has completed this action, we will send you a notice and any pending payments will be free to process.	E			
All future payments to will process immediately with no further action required.				
Pay Another Person				
About Member Privacy & Security FDIC				
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