

# HOW TO SEND MONEY BETWEEN BANKS

If you want to move money between an account at Dedham Savings and an account at another bank, follow these steps:

1. At your other bank, look up the Routing Number and Account Number that you want to send money to/from.
2. At Dedham Savings, login to Online Banking on the Dedham Savings website.
3. Click “Move Money,” “Transfer,” then “Manage Accounts”
4. Click “+ Add Accounts” and read and accept the Terms & Conditions
5. On the “Add an External Account” form, enter the information about your account at another bank and click “Continue.”
6. Verify that all the information you entered is correct and click “Submit.”
7. For your security, we’ll verify this is you making the request; choose to receive a Security Code via phone call or text. When you receive the code, enter it where prompted and click “Submit.”
8. A confirmation of your request will appear on the Online Banking screen and you’ll also receive a confirmation email from Dedham Savings.
9. Check on your account at your other bank periodically. Within 4 days, you should receive micro deposits (small deposits of less than \$1 each) at your other bank from Dedham Savings. Write down these deposit amounts.
10. Log back into Online Banking at Dedham Savings, click “Move Money,” “Transfer,” then “Manage Accounts.” You’ll see that an External Account is “Pending Verification.”
11. Click the “...” to “Verify,” then enter the amounts of the micro deposits and click “Submit.”
12. That’s it! Your account at the other bank should be Verified, and you can now transfer money between Dedham Savings and your other bank.

## Need More Help From an Expert?

- Give us a call during business hours at 781-329-6700
- Visit our website and click “Learn” to view a Demo



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