



Interac e-Transfer payment option

New!

You can now pay for the market by an Interac e-Transfer 24/7. There are over 250 participating financial institutions, and our bank is one of them. Hopefully your bank is too!

Unlike a cheque, the funds from an e-Transfer are debited from the sender's account immediately upon initiating the transfer. As long as both sender and recipient bank at participating institutions, the funds are sent and received anywhere between near instant, or up to a few hours for the receiving party to get their emailed notice.

1. Log in to YOUR online banking.
2. If you haven't registered for E-mail money transfers, you'll have to do that first.
3. Next, set up the Ottawa Artisans Guild as a recipient. Add a recipient simply by entering the name, email address, and providing a security question.

3a. name: Ottawa Artisans Guild

3b. email: oagtreasurer@gmail.com

3c. security question:

You must enter a security question and answer in order to verify the recipient's identity (that's me, the OAG Treasurer) and protect your funds from being received by the wrong person. The question must be answered correctly by me in order to complete the deposit process. It is the sender's (your) responsibility to create a security question and answer known only to the recipient.

Guidelines for the security answer:

the answer must be one word

the answer must not contain any blank spaces

the answer is not case sensitive and letters and/or numbers are accepted

the answer cannot contain special characters (&, \$, etc.).

the answer should be kept strictly confidential between the sender and recipient

the security question and/or answer **MUST NOT** be included in the optional message attached to the INTERAC e-Transfer

4. The final step is to select the account that you want to withdraw the money from, choose how much you want to send and select your recipient. Once you confirm all details, click Next. You will receive an email notification once the money has been deposited.

5. Remember, please **DO NOT** include the **Security Question** and **Answer** in an email to the recipient, or in the 'Message' field when sending an Interac e-Transfer.

6. If you don't think I will be able to figure out the correct answer to the Security Question, contact me separately by email (knitacious@gmail.com) or by phone (613-820-8390).