



QuickBooks Online

How to Make a Transfer from One Bank Account to Another Bank Account in QBs:

1 – Login to your chapter QuickBooks Online, Enter your User ID & Password

qb QuickBooks

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by Paige - Apr 11, 2014

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Sign In

User ID

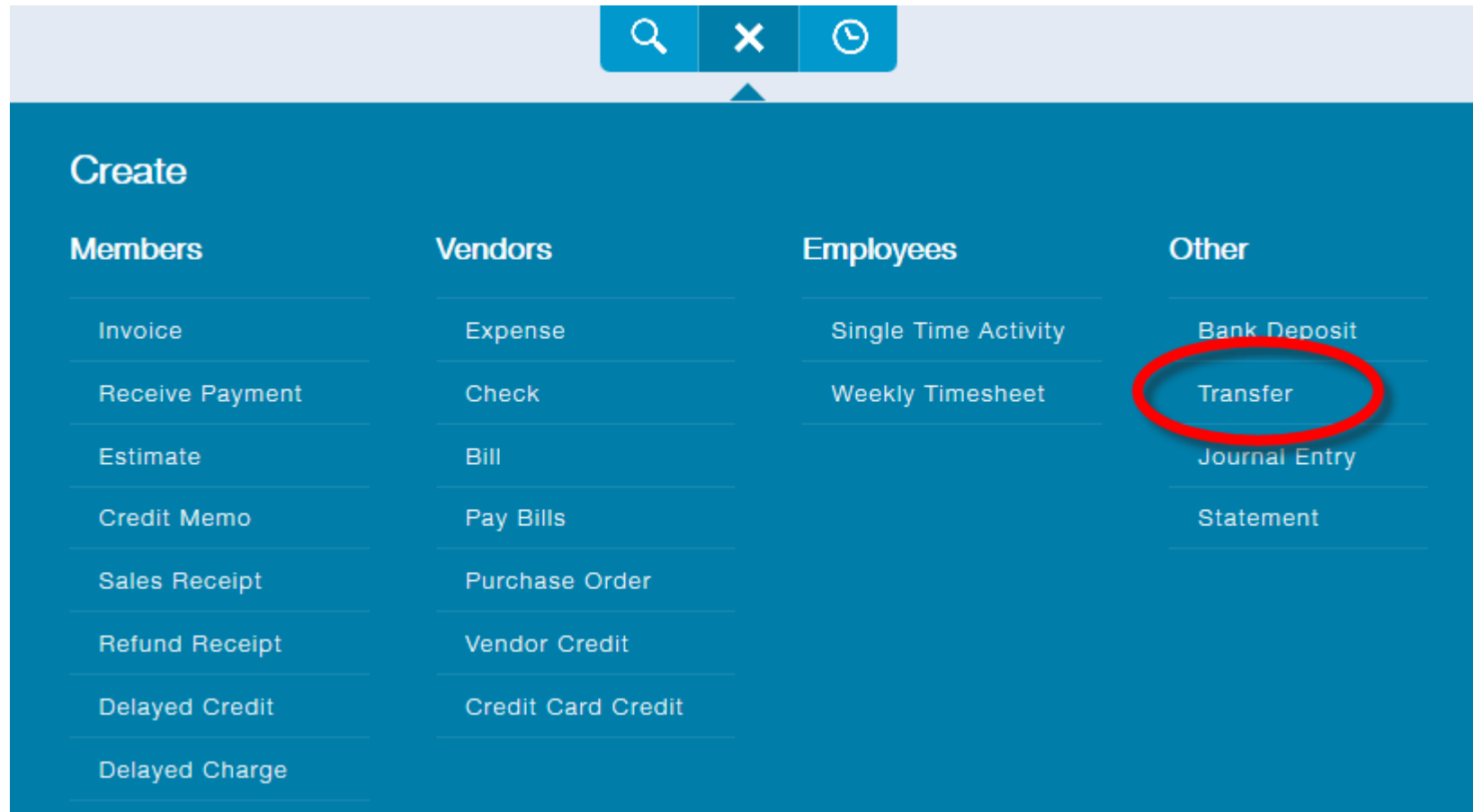
Password

Remember my user ID

[Can't access your account?](#)

2 – Click on  on top of your screen

3 – Click on Transfer



4 – Select the Accounts **“From”** and **“To”**, enter **“Amount”**, **“Date”** and **“Memo”**

The screenshot shows a web form titled "Transfer". The form contains the following fields and elements:

- Transfer Funds From:** A dropdown menu with "Enter Text" as a placeholder. It is circled in red.
- Balance:** A label positioned to the right of the "Transfer Funds From" field.
- Transfer Funds To:** A dropdown menu with "Enter Text" as a placeholder. It is circled in red.
- Balance:** A label positioned to the right of the "Transfer Funds To" field.
- Transfer Amount:** A text input field. It is circled in red.
- Date:** A date input field containing "05/13/2014". It is circled in red.
- Memo:** A large text area for entering a memo. It is circled in red.
- Attachments:** A section with a paperclip icon, the text "Attachments Maximum size: 25MB", and a drag/drop area with the instruction "Drag/Drop files here or click the icon".
- Buttons:** At the bottom, there are two buttons: "Save and close" (circled in red) and "Save and new" (with a dropdown arrow).

5 – Click on

NOTE: For assistance, please contact HQ at 310-527-9387