



E-transfer Instructions for KMAS:

1. Be sure you have your MAAC number or card ready before you start this process.
2. Send an E-mail to: treasurer@kmasrc.ca advising them that you are planning to pay for your membership using **Interac e-Transfer**.
3. Open the Online Banking software on your PC.
4. Go to the **Interac e-Transfer** section of your Banking software.
5. Initiate an **Interac e-Transfer**.
6. Fill in the name of the recipient, i.e. the Treasurer's **First** and **Last** name (e.g. **Andy Prodaniuk**).
7. **For the E-mail address, please use: treasurer@kmasrc.ca.**
8. When asked for a security question, please use: **"What is my MAAC number?"**
9. Use your MAAC number as the **Security Answer**.
10. Re-enter the same **Security Answer** a second time.
11. Check everything over on the form, and then send the money.
12. The Treasurer or Membership Coordinator will then send you an e-mail once they receive and deposit the money into the Club Bank Account.
13. That's all there is to it.
14. Call Andy at (250) 318-4576 if you have any questions.