

## Zelle Payment Setup for PRRA Membership Dues

Below are step-by-step instructions for adding PRRA as a recipient in your bank's Zelle service to submit membership dues. PRRA's specific details are included in Step 4. Please let me know if you have any questions or suggestions.

1. **Log in to your bank account**

Open your bank's mobile app or go to its online banking website and sign in.

2. **Locate the Zelle feature**

Find "Zelle" under sections such as *Transfer Money*, *Pay & Transfer*, or *Send Money*. Many banks provide a dedicated Zelle tab.

3. **Choose "Send Money" or "Add a Recipient"**

Select the option to send money or to add/manage recipients or contacts.

4. **Enter PRRA recipient details**

You may use either the Zelle tag or email address (availability depends on your bank):

- **Zelle Tag:** prramembership
- **Email:** prracfl@gmail.com
- **Name:** Peace River Radio Association

5. **Verify the recipient**

Zelle will display the name associated with the account. Confirm that it matches *Peace River Radio Association* before proceeding.

6. **Save the recipient (optional)**

Some banks allow you to save the contact for quicker future payments.

7. **Enter payment details**

Input the amount and, if desired, include a memo (e.g., membership dues, callsign, or year).

8. **Review and send**

Double-check the recipient name and payment amount, then select *Send* or *Confirm*.

9. **Complete authentication**

Your bank may require verification via PIN, fingerprint, Face ID, or a one-time passcode.

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### Important Notes:

- Zelle transfers are typically **instant and cannot be reversed**, so always verify recipient details carefully.
  - Menu names and steps may vary slightly depending on your bank.
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