

## GRANVILLE PARK LAWN BOWLING CLUB

### INSTRUCTIONS FOR INTERAC E-TRANSFER PAYMENTS

1. Log on to your bank account
2. Find Payments – E-transfers
3. Choose payment to an email account
4. Enter [treasurer@gplbc.com](mailto:treasurer@gplbc.com)
5. Enter the amount being paid
6. In the memo section show –
  - For **Memberships**, the class of membership
  - For **Tournaments**, the event name and date being paid for
  - The name of each player, team position and club affiliation
  - For **Group Bookings**, the event name and date and the number of guests.
7. Press Send. Most banks will give you a confirmation message.