



Mobile Zelle® Request Money

Zelle® makes it easy to quickly and securely request money using an email or phone number.

Zelle® Request Money Step-by-Step

Use the following steps to request money with Zelle®.

Step	Action
1	Tap the Transfer menu at the bottom of the screen.
2	Tap the Send Money with Zelle® tile at the top right of the screen.
3	Tap the Request Money tile in the center of the screen.
4	Optional: Tap the Add New Recipient (⊕) icon to add a new recipient.
5	Optional: Tap to enter the recipient's information in the Search field using one of the following methods: <ul style="list-style-type: none">• Name• U.S. mobile• Email• Zelle® tag
6	Select a recipient using one of the following methods: <ul style="list-style-type: none">• Tap the name of a recipient located in Recent Recipients field.• Scroll to tap the name of a recipient located in All Recipients (iPhone) or My Zelle® Ready Contacts (Android) field.• Scroll to tap the Select from phone contacts hyperlink at the bottom of the screen.
7	Tap and Enter Amount using the keypad at the bottom of the screen (including decimal point).
8	Tap the Review button at the bottom of the screen to continue to the Review and Request screen.
9	Optional: Tap the Cancel hyperlink at the top right to exit the request money process and return to the Zelle® home screen.
10	Optional: Tap and enter a note in the What's this for? field.
11	Tap the Request button at the bottom of the screen. Request Sent confirmation screen appears.
12	Tap the All Done button at the bottom of the screen.