To get started you will first either click on the Record Deposits or Write Checks button or click on the Banking button and scrolling down to the transaction you are preparing.
Using multiple accounts on checks & deposits

When writing a check that involves more than one account within the check, the above screen shows what it will look like.
Using multiple accounts on checks & deposits

The above screen shows the different accounts that are included in the check payment. Use the memo to further describe each account transaction.
Using multiple accounts on checks & deposits

This screen shows a deposit that contains different accounts in the deposit.
Again, a further breakdown of accounts that can be used on a deposit that involves two or more separate accounts.
Using multiple accounts on checks & deposits

The above screen shows the option when you print a deposit. You will be offered the choice of printing a deposit summary that you can file with your deposit in your records.