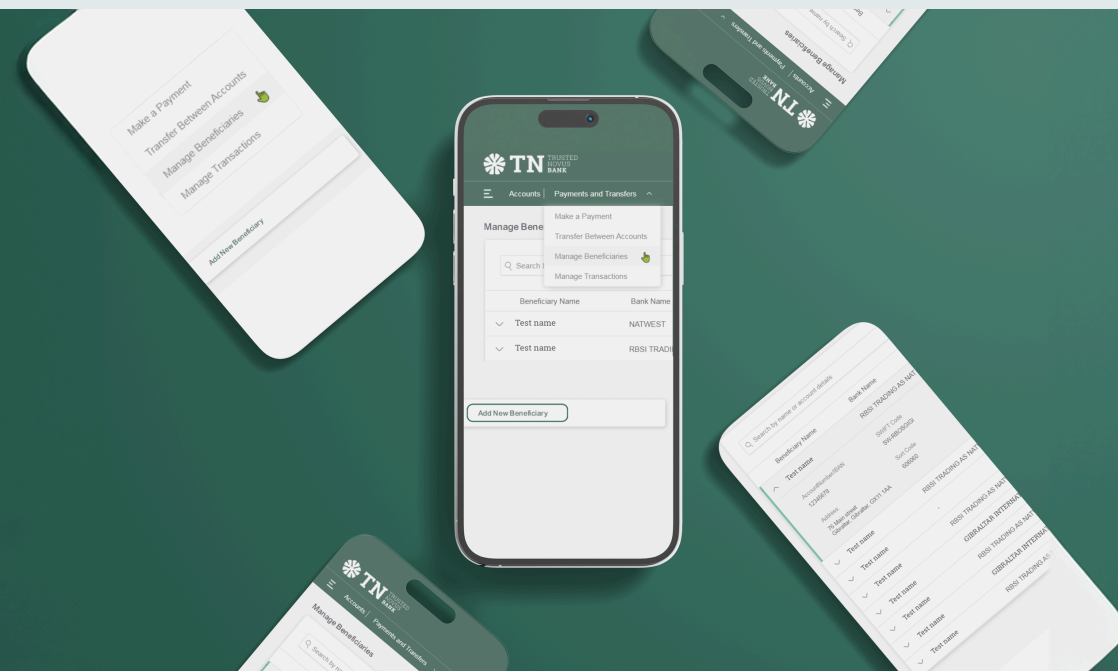


Managing your Beneficiaries

Step-by-Step Guide

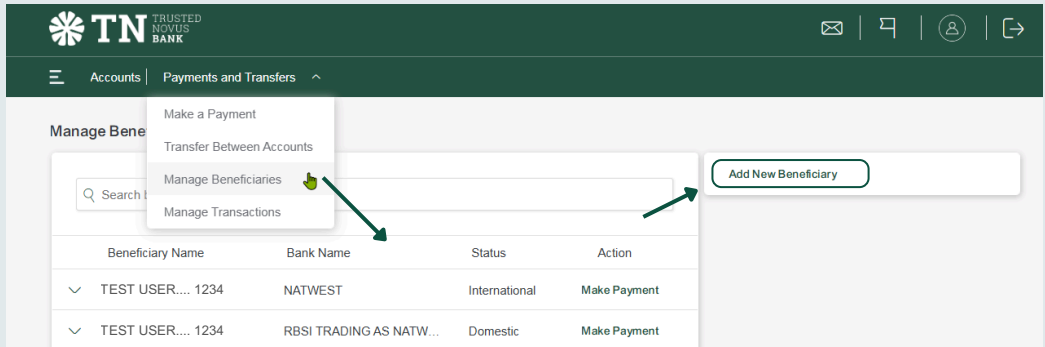


Here you will be able to:

- Create a beneficiary
- View your current beneficiaries
- Edit and/or remove any beneficiaries

Create a Beneficiary Template

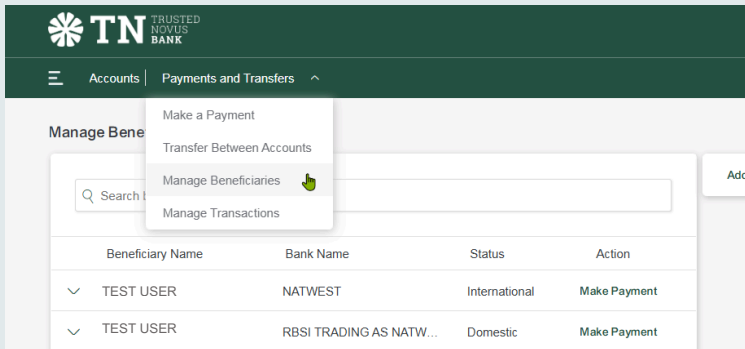
1. Select the **'Payments and Transfers'** option from the drop-down menu.
2. Then select **'Manage Beneficiaries'**.



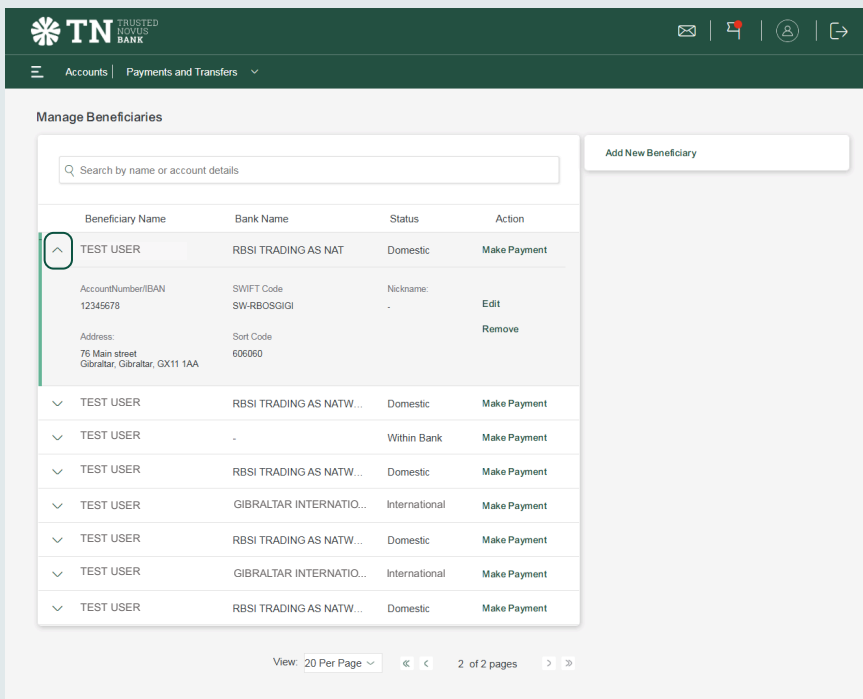
3. To create a beneficiary
 - Click on **'Add New Beneficiary'**
 - Choose if its internal or external bank
 - Account number
 - Beneficiary's name / Nickname (Optional)
 - Beneficiary's Address
4. Click **'Continue'**.
5. A warning message will appear. If you are sure the details are correct click **'Confirm'** or choose to **'Cancel'** or **'Modify'**.
6. An alert will be sent to your phone saying a new template has been set up.
7. New beneficiary will appear in **'Manage Beneficiary'** list.

Managing Beneficiaries

1. Select the **'Payments and Transfers'** option from the drop-down menu.
2. Select **'Manage Beneficiaries'**.



3. To update or delete saved beneficiaries, select the drop-down arrow next to the relevant account.




Managing Beneficiaries





4. When selecting **'Edit'** you can amend:

- Nickname of the chosen beneficiary
- Address of the chosen beneficiary

5. Once completed, click **'Continue'** or if you wish to exit all together, click **'Cancel'**.

6. To delete a template click **'Remove'** then you will be asked to confirm.





Accounts | Payments and Transfers ▾

Manage Beneficiaries

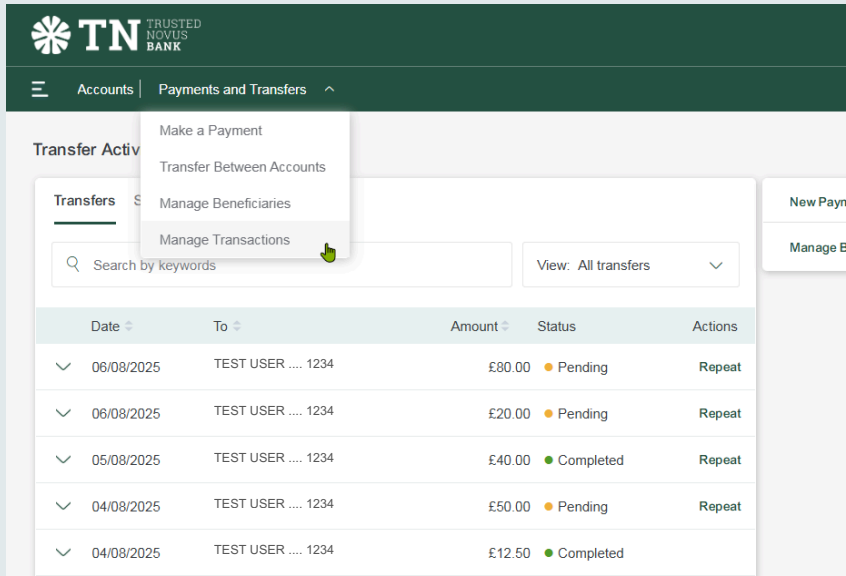
Add New Beneficiary

Beneficiary Name	Bank Name	Status	Action
^ TEST USER	RBSI TRADING AS NAT	Domestic	Make Payment
AccountNumber/IBAN 12345678	SWIFT Code SW-RBOSGIGI	Nickname: -	<div>Edit</div> <div>Remove</div>
Address: 76 Main street Gibraltar, Gibraltar, GX11 1AA	Sort Code 606060		
✓ TEST USER	RBSI TRADING AS NATW...	Domestic	Make Payment
✓ TEST USER	-	Within Bank	Make Payment
✓ TEST USER	RBSI TRADING AS NATW...	Domestic	Make Payment
✓ TEST USER	GIBRALTAR INTERNATIO...	International	Make Payment
✓ TEST USER	RBSI TRADING AS NATW...	Domestic	Make Payment
✓ TEST USER	GIBRALTAR INTERNATIO...	International	Make Payment
✓ TEST USER	RBSI TRADING AS NATW...	Domestic	Make Payment

View: 20 Per Page ▾ ⏪ < 2 of 2 pages > ⏩

Viewing all Transfers

1. Select the **'Payments and Transfers'** option from the drop-down menu.
2. Then select **'Manage transactions'**.



3. You can **'Search'** or filter through them here as shown below.

