

# 1 From Menu Bar, select Accounts & Payments > New Transfer.

The screenshot shows the 'New Transfer' page in the BEA Singapore Corporate Cyberbanking interface. The page is divided into three steps: 1. Input, 2. Confirm, and 3. Complete. The 'Input' step is currently active.

**Transfer From**  
Withdrawal Account: Select account (dropdown) [Check Balance](#)

**Transaction Amount**  
Amount: SGD (dropdown) Enter amount (text input) [Check Limit](#)

**Method of Transfer**  
To Account: Remittance (dropdown)  
Remittance Type: MEPS (dropdown)  
Deposit Account:  Registered Payee  Non-registered

**Beneficiary's Bank**  
Select country/region code (dropdown) | Select or enter Beneficiary Bank's Name (text input with search icon)  
Enter Beneficiary Bank's swift code (text input)

**Beneficiary Bank's Address**  
Text here (text input)  
Text here (text input)  
Text here (text input)

**Beneficiary's Account No.**  
Enter beneficiary's account number (text input)

**Beneficiary's Name**  
Enter beneficiary's name (text input)

**Beneficiary's Address**  
Text here (text input)  
Text here (text input)  
Text here (text input)

**Beneficiary's Country/Region**  
Select Beneficiary's Country/Region (dropdown)

Add to My Payee  
Nickname (text input)

2

Select the Account to transfer from.

Withdrawal Account  FULL\_NAME OF XXXXXXXXX ▾

3

Input the Transaction Amount.

Amount  1,000

4

Select **Remittance** from the dropdown list.

To Account  ▾

5

Select the Remittance Type from the dropdown list.

Remittance Type  ▾

6

Select Non-registered.

Deposit Account


7

Selected the Beneficiary's Bank or select 'Others' to input manually other SWIFT Code.

Check and update the Beneficiary Bank's Address.

Enter the Beneficiary's Account No, Name, Address and Country/Region.

Beneficiary's Bank

 Singapore

BEASSGSG

Beneficiary Bank's Address


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Beneficiary's Account No.

Beneficiary's Name

Beneficiary's Address

Beneficiary's Country/Region

 Singapore

8

Add the payee to your list of registered payee (optional), check the checkbox at 'Add to My Payee' and provide a nickname (optional) for the payee.

Add to My Payee

Nickname

9

Choose the Details of Charges.

Details of Charges

SHA- Only BEASIN charges to be paid by applicant

BEN- All local & overseas charges to be paid by beneficiary

OUR- All local & overseas charges to be paid by applicant

		Local charges borne by	Overseas charges borne by
SHA	Shared	You	Beneficiary
BEN	Beneficiary	Beneficiary	Beneficiary
OUR	Applicant	You	You

## 10 Select the Purpose of Remittance.

Purpose of Remittance

## 11 Choose the type of Transfer Date.

Date

Immediate  
Transfer to BEA SG cut off at 6:00pm.

Later  
Select a date within the next 90 days

If **Later** is selected, choose the Value Date of the transfer.

Date

Immediate  
Transfer to BEA SG cut off at 6:00pm.

Later  
Select a date within the next 90 days

Date of Transfer

## 12 Read 'Fees and Charges' and 'Extra Information for Remittance'.

Fees and Charges

Extra Information for Remittance

13 Tick the checkbox on the Terms and Conditions Governing Telegraphic Transfer.

I have read and agree to be bound by the Terms and Conditions Governing Telegraphic Transfer.

14 Click 'Submit for Approval'.

15 A confirmation page will be displayed. Click 'Confirm' to proceed.

16 'Transaction Submitted for Approval' will be displayed.



**Transaction Submitted for Approval**

Transaction Reference: IBK20220512-31088

6 Jun 2022 16:49:16

17 Notify your **Authoriser(s)** to log in to verify and approve prior to the cut-off time.