

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

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

Transfer From
Withdrawal Account: Current Account XXXXXXXX(SGD) FULL_NAME OF XXXXXXXX [Check Balance](#)

Transaction Amount
Amount: SGD 1,000 [Check Limit](#)

Method of Transfer
To Account: GIRO
Deposit Account: Registered Payee Non-registered

Receiving Bank
Select or enter a receiving bank's name

Recipient Account Name
Enter Full Name (Only alphanumeric characters are allowed)

Recipient Account No.
Enter Account No. (Please omit the dashes)

Add to My Payee
Nickname

Purpose Code
Select Option

Transfer Date
Date: Immediate (Transfer to BEA SG cut off at 6:00pm) Later (Select a date within the next 90 days)

Other
Comments(Optional): 0 / 30

For fund transfer to other SG Bank (GIRO), instruction received and approved after 6:00pm or on a non-business day will be processed on the next business day after the approval. Please note that the recipient will generally receive funds within 2 to 3 working days after the approval.

Navigation: [Back](#) [Save](#) [Submit for Approval](#)

2 Select the Account to transfer from.

Withdrawal Account Current Account XXXXXXXXXX(SGD) FULL_NAME OF XXXXXXXXXX ▾

3 Input the Transaction Amount.

Amount SGD ▾ 1,000

4 Select **GIRO Account** from the dropdown list.

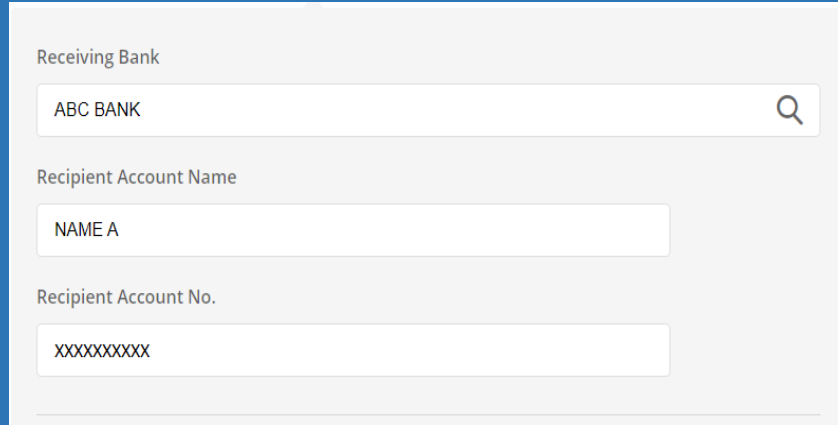
To Account GIRO ▾

5 Select Non-registered.

Deposit Account Registered Payee Non-registered

6

Check the Recipient Account No.



Receiving Bank

ABC BANK

Recipient Account Name

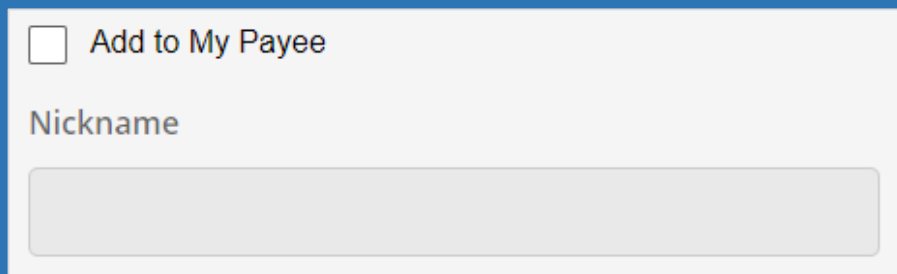
NAME A

Recipient Account No.

XXXXXXXXXX

7

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

8

Select the Purpose Code.

Purpose Code

9

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

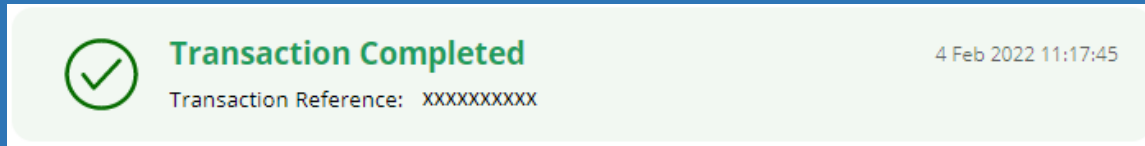
If **Later** is selected, choose the value date of the transfer.

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

Later
Select a date within the next 90 days

Date of Transfer

- 10 Click 'Submit for Approval'.
- 11 A confirmation page will be displayed. Click 'Confirm' to proceed.
- 12 'Transaction Completed' will be displayed.



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