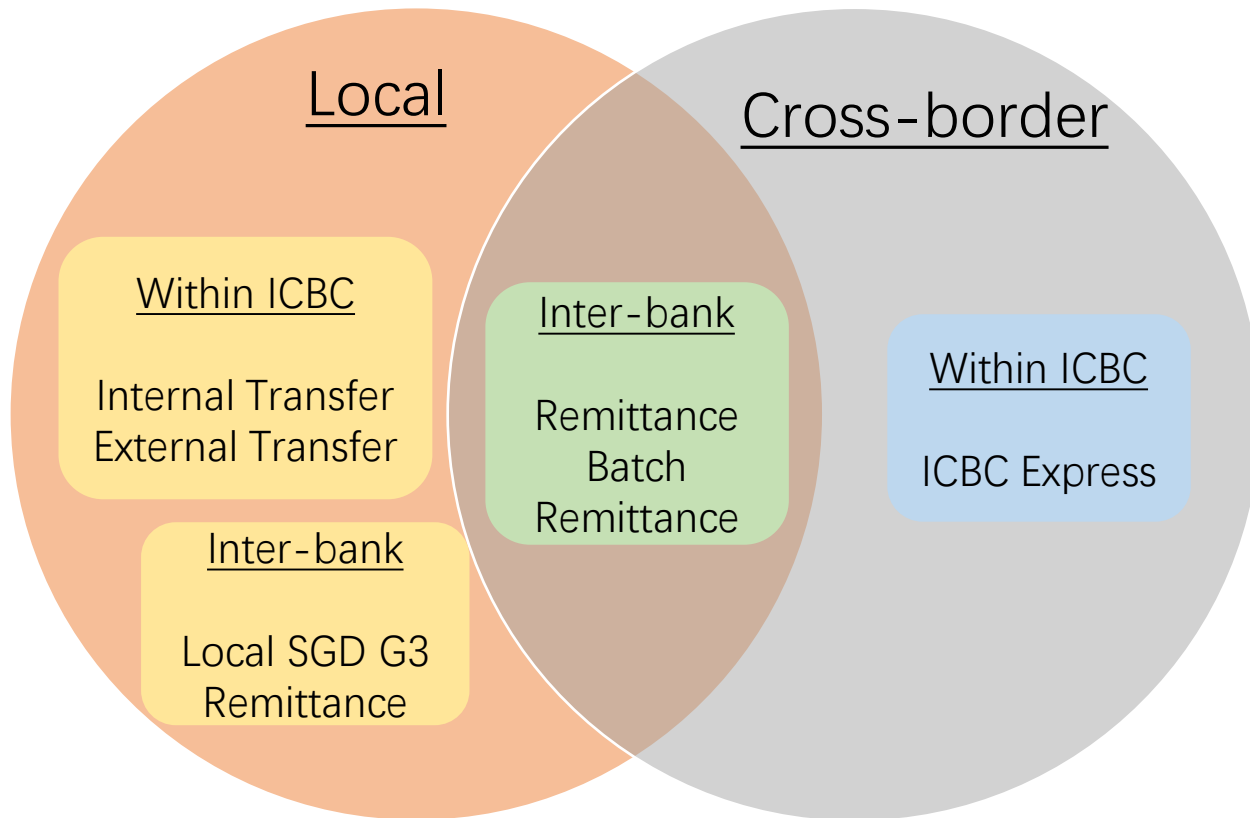


Corporate Internet Banking Transfer & Remittance User Guide



Introduction to Corporate Internet Banking Transfer and Remittance

ICBC corporate clients can complete transfer and remittance as well as operations such as instruction submission, instruction inquiry, and instruction approval for transfer and remittance through ICBC Corporate Internet Banking.



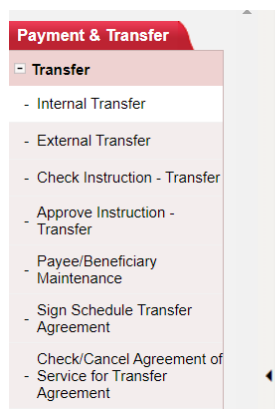
Special Advantages

- **Convenient and fast:** It breaks the limits of time and space and helps avoid queues at physical branches.
- **Wide range of remittance:** Remittances can be made to local or cross-border customers of ICBC or other banks (subject to local regulatory requirements)
- **Easy operation:** Payee information can be saved for next time retrieving.
- **Supporting scheduled remittance:** You can submit a scheduled remittance instruction to set up your future remittance needs in advance.

Internal Transfer

STEP

Log in the ICBC Corporate Internet Banking, click **Payment & Transfer - Internal Transfer**, fill in the transfer information, check and submit.



>> Payment & Transfer > Transfer > Internal Transfer

Internal Transfer

From: X (Singapore)

From Account: C

Currency: SGD Usable Balance: 13,532,674.87

Transfer To: XU (Singapore)

To Account: 01C

Currency: SGD

Transfer Amount: SGD

Remark:

Customer Name: XF

From: 01

Currency: SGD

Debit Amount: SGD 100.00

Transfer To:

To: 01

Currency: USD

Credit Amount: USD 79.25 (For reference only)

Exchange Rate: 1 USD = 1.2619 SGD (for reference only, refer to actual processing rate)

Reference:

Please enter the following numbers on your Token:

The above picture includes 8 digits random number from payee account and Transfer Amount, please check it carefully.

Please press [OK] on the token and finish the transaction as quickly as you can before timeout.

Dynamic Password:

Enter Verification Code: [Refresh verification code](#)

1. Applicable scenario: It is suitable for **transfer between internal registered accounts within the company**;
2. Requirement for the payee's account: The payee and payer must be **in the same account opening area**, for example, the accounts of the payee and payer are all opened in Singapore, or the accounts of the payee and payer are all opened in China;
3. Currency of receiving and paying: It supports receiving and paying by multi-currencies.
4. Whether cross-border: No
5. Remittance status: The amount will arrive in real time without any fees charged.

External Transfer

STEP

Log in the ICBC Corporate Internet Banking, **click Payment & Transfer - External Transfer**, fill in the transfer information, check and submit.

Payment & Transfer

- Transfer
 - Internal Transfer
 - External Transfer
- Check Instruction - Transfer
- Approve Instruction - Transfer
- Payee/Beneficiary Maintenance
- Sign Schedule Transfer Agreement
- Check/Cancel Agreement of Service for Transfer Agreement
- Check Instruction on schedule transfer
- Approve Instruction on schedule transfer

>> Payment & Transfer > Transfer > External Transfer

External Transfer

From: X (g area:Singapore)

From Account: 01C

Currency: SGD Usable Balance: 13,532,674.87

Name of Account to be credited: Please select the Beneficiary's Account from or enter the beneficiary's

To Account:

Currency: USD ?

Transfer Amount: SGD

Remark:

Whether to send SMS reminder to beneficiary: Yes No

Customer Name: XF

From Account Name: 01

Currency: SGD

Amount to be debited: SGD 20.00

Transfer To:

To:

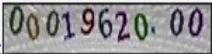
Credit Currency: USD

Credit Amount: USD 15.85 (For Reference Only)

Reference Exchange Rate: 1 USD = 1.2619 SGD For information only. The actual processing rate may vary.

Reference:


Whether to send SMS reminder to beneficiary: No

Please enter the following numbers on your Token: 

The above picture includes 8 digits random number from payee account and Transfer Amount, please check it carefully.

Please press [OK] on the token and finish the transaction as quickly as you can before timeout.

Dynamic Password:

Enter Verification Code:  [Refresh verification code](#)

1. Applicable scenario: It supports transfer between local ICBC accounts in Singapore;
2. Requirement for the payee's account: local ICBC accounts in Singapore
3. Currency of receiving and paying: It supports receiving and paying by multi-currencies.
4. Whether cross-border: No
5. Remittance status: The amount will arrive in real time without any fees charged.

Local SGD G3 Remittance — PayNow Transfer

STEP

Log in Corporate Internet Banking, click **Payment & Transfer - PayNow Transfer**, fill in the transfer information (the payee information can be confirmed via the payee's cellphone, IC number or UEN registered on PayNow)

Payment & Transfer

- + Transfer
- + Transfer Batches
- + Remittance
- + Batch remittance
- + ICBC EXPRESS
- Local SGD G3 remittance
 - PayNow management
 - PayNow transfer
 - Submit remittance instruction
 - Approve remittance instruction
 - Inquire remittance instruction
 - Scheduled local SGD transfer inquiry
 - Reference sample

> > Payment & Transfer > Local SGD G3 remittance > PayNow transfer

PayNow transfer >> Help

Collection information:
 Collection method: Cell phone number NRIC/FIN UEN
 Cell phone number: + Singapore,65 [input field]

Transfer information:
 Ordering Customer: XI [input field] EX XTX. [dropdown]
 Payment Account: 0 [input field]
 Currency: SGD [dropdown] Usable Balance: 13,532,674.87

Amount Details:
 Transfer amount: SGD [input field] *
 Transfer postscript: PayNow [input field]
 Transfer purpose: Choose [dropdown] *
 Choose [dropdown] *

Transfer

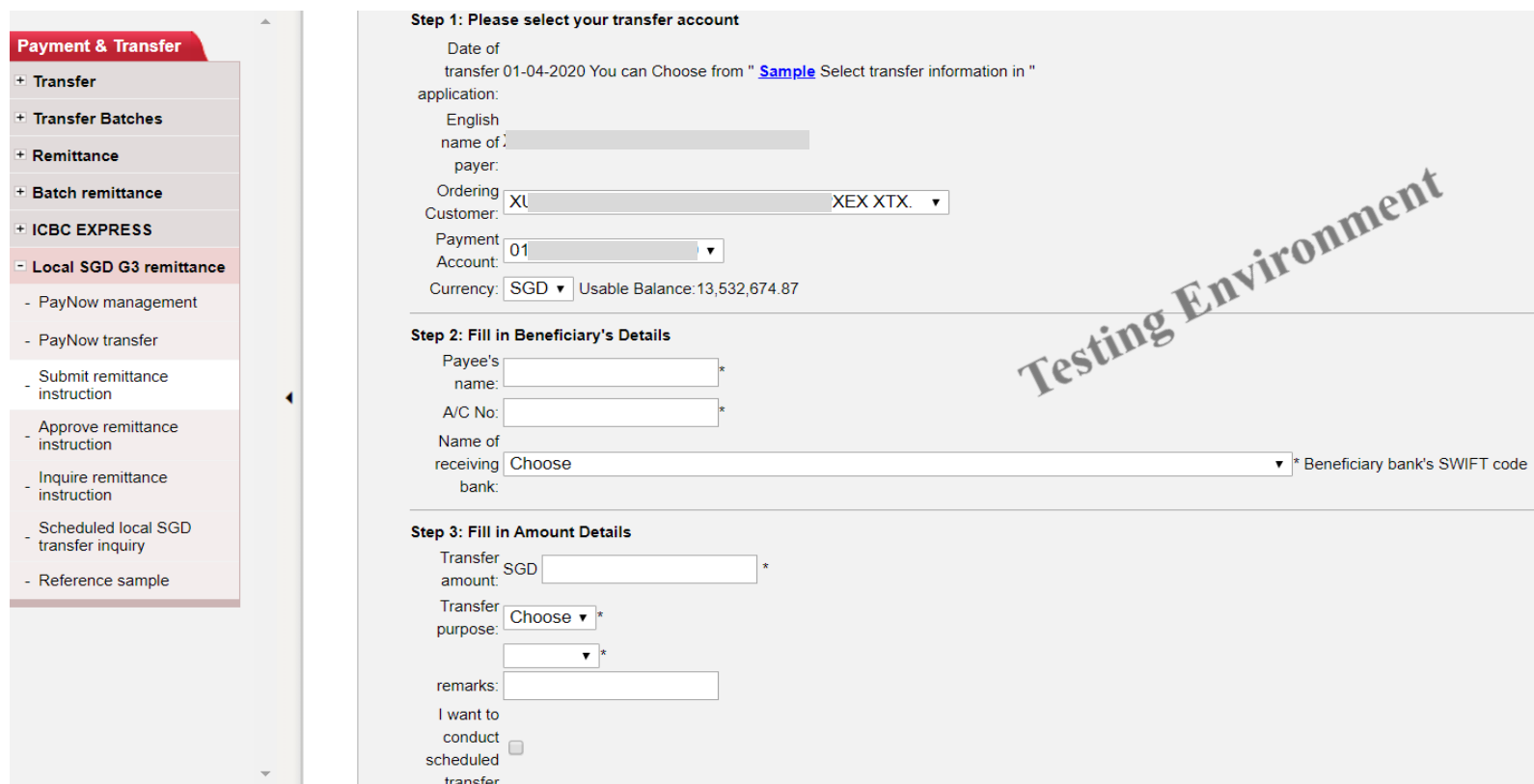
Testing Environment

1. Applicable scenario: It supports **PayNow transfer to enterprises;**
2. Requirements for the payee's account: The payee must be a **local account in Singapore with PayNow activated;**
3. Currency of receiving and paying: SGD only
4. Whether cross-border: No
5. Remittance status: The funds will be posted to the account book in real-time via FAST.

Local SGD G3 Remittance——General SGD Local Transfer

STEP

General SGD local transfer: Log in ICBC Corporate Internet Banking, click **Payment & Transfer - Local SGD G3 Remittance - Submit Remittance Instruction**, fill in the transfer information, check and submit.



Payment & Transfer

- + Transfer
- + Transfer Batches
- + Remittance
- + Batch remittance
- + ICBC EXPRESS
- **Local SGD G3 remittance**
 - PayNow management
 - PayNow transfer
 - Submit remittance instruction
 - Approve remittance instruction
 - Inquire remittance instruction
 - Scheduled local SGD transfer inquiry
 - Reference sample

Step 1: Please select your transfer account

Date of transfer 01-04-2020 You can Choose from " [Sample](#) Select transfer information in "

application:

English name of:

payer:

Ordering Customer:

Payment Account:

Currency: Usable Balance:13,532,674.87

Step 2: Fill in Beneficiary's Details

Payee's name: *

A/C No: *

Name of receiving bank: * Beneficiary bank's SWIFT code

Step 3: Fill in Amount Details

Transfer amount: SGD *

Transfer purpose: *

remarks:

I want to conduct scheduled transfer

1. Applicable scenario: **It supports general SGD transfer;**
2. Requirements for the payee's account: The payee's account **must be a local account in Singapore;**
3. Currency of receiving and payment currency: SGD only;
4. Whether cross-border: No
5. Remittance status: The payee's situation will decide whether it is a FAST real - time posting, or G3 T + 2 arrival.

ICBC Express

STEP

Log in ICBC Corporate Internet Banking, click **Payment & Transfer - ICBC EXPRESS - Create**, fill in the transfer information, check and submit

Payment & Transfer

- + Transfer
- + Transfer Batches
- + Remittance
- + Batch remittance
- **ICBC EXPRESS**
 - **Create**
 - Check
 - Approve Instruction - Remittance
 - Saved Record
- + Local SGD G3 remittance

I have read and agree with the [Circular on Remittance](#)

Step 1: Select Remittance A/C

Remittance Date: 01-04-2020 You can Choose from "Sample" for remittance details

Payer Name in English: XL

Payer Name: X

Remittance A/C: 01

Currency: SGD Usable Balance: 13,532,674.87

Sender's Tel:

Sender's Address: 1X

Please enter complete address information of remitter, in the sequence of house number, street and city. If you need to update the address information, please contact the customer service manager to supplement the address information synchronously.

Step 2: Fill in Beneficiary's Details

Country/region of payee's account opening bank: United Arab Emirates

Bank Name: Industrial and Commercial Bank Of China Abu Dhabi Branch

Payee Name: *

Beneficiary's A/C No.: *

Currency: * [*Instructions for selecting collection currency](#)

Beneficiary country/location: *

Address of Beneficiary: *

Please enter complete address information of beneficiary, in the sequence of house number, street and city. P.O Box is not supported.

Reference: *

Step 3: Fill in Amount Details

Remittance Amount: USD *

Banking charges paid by: Paid by payer and payee

Amount of banking charges: *

Name of payment account for remittance fees: X

Fee Charge Account: 0

Currency: SGD

Remittance Purpose: SCHOOL FEE

Accept notice service for the arrival of fund at beneficiary bank Y/N: Yes No

In order to comply with relevant policies, please provide both the country information and full address of the payee when applying for online remittance via our internet banking with effect from 2019/01/02. Otherwise the remittance may be affected.

Submit Save Template Save and Submit Cancel

1. Applicable scenarios: It is applicable to **global remittances** where both accounts of payee and payor are **ICBC accounts**;
2. Requirements for the payee's account: It should be ICBC accounts opened outside of Singapore
3. Currency of receiving and paying: It supports receiving and paying by multi-currencies. including **USD, SGD, HKD and RMB**;
4. Whether cross-border: Yes
5. Remittance status: Real-time deduction and real-time transmit.

Remittance

STEP

Log in ICBC Corporate Internet Banking, click **Payment & Transfer – Remittance - Create**, fill in the information and submit.

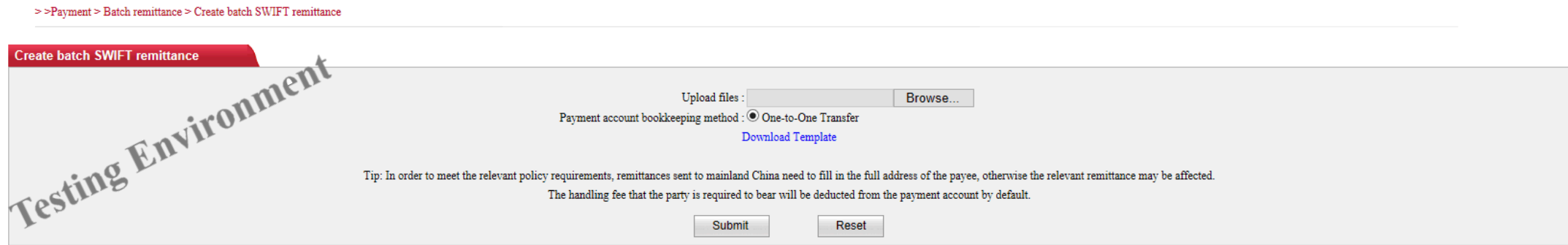
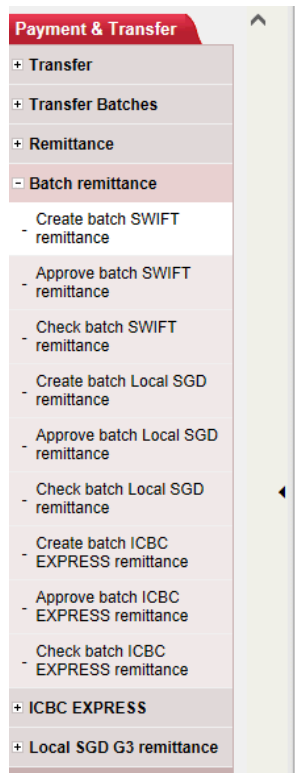
1. Applicable scenarios: It supports all transfers and remittances other than the ICBC internal transfer
2. Requirements for the payee's account: It should be accounts not opened with ICBC Singapore Branch;
3. Currency of receiving and paying: It supports receiving and paying by multi-currencies.
4. Whether cross-border: Both

**The receiving bank information section can be linked and displayed by filling in the SWIFT CODE/BIC of the receiving bank, no additional input required.*

Batch Remittance (Take SWIFT as an example)

STEP

Log in ICBC Corporate Internet Banking, click **Payment & Transfer - Batch Remittance - Create Batch SWIFT Remittance**, upload instruction template file.



1. Applicable scenarios: It can make payments to multiple accounts at one time, greatly improving the efficiency of remittances;
2. Requirements for the beneficiary's account: It can support three channels of **SWIFT, local SGD cross-bank transfer and ICBC Express**;
3. Currency of receiving and paying: It supports receiving and paying by multi-currencies.
4. Whether cross-border: Both

Scheduled remittance

STEP

Log in ICBC Corporate Internet Banking, select the type of scheduled remittance while submitting the remittance instruction, and set up the time or period to make a scheduled remittance

- Remittance**
- Create
- Check
- Approve Instruction - Remittance
- Saved Record
- Remittance receipt information inquiry
- My reservation
- + Batch remittance
- + ICBC EXPRESS
- + Local SGD G3 remittance

Step 3: Fill in Amount Details

Remittance Amount: USD *

Banking charges paid by:

Remittance Purpose: *

For RMB remittance to China Mainland (Except HongKong, Macau and Taiwan), please select a remittance purpose from the drop-down arrow ,manual filling in this column will result in your payment request being rejected.

Company Name:

Fee Charge Account:

Currency:

Remittance type: Real-time One off Payment Periodic Payment

Start date: (DD-MM-YYYY)

Cycle:

Reservation times:

In order to comply with relevant policies, please provide both the country information and full address of the payee when applying for online remittance via our internet banking with effect from 2019/01/02. Otherwise the remittance may be affected.

Real-time One off Payment Periodic Payment
 Execution date: (DD-MM-YYYY)

Testing Environment

1. Introduction to scheduled remittance: You can set up the **basic conditions** for transfer and remittance (**including currency, amount, transfer out/into account, etc.**) through ICBC Corporate Internet Banking, and then specify the automatic execution of the transfer or **remittance on a future date or within the cycle set up by you**;
2. Applicable scenarios: currently support ordinary remittances and local SGD transfers;



For more details, please scan the QR code on the left and follow our **WeChat official account!**

For more information of ICBC Corporate Internet Banking, please visit our Website:

WWW.ICBC.COM.SG

HOME > Commercial Bank Business > Corporate Banking > Corporate Internet Banking

If you have any queries or need any help, please contact your **RM in-charge** or contact us.

Attn: **Cash Management Hub**

Email: **cmh@sg.icbc.com.cn**

DID: **(65)6436 6508**