



**ICBC Messenger**  
**Safeguarding your account**

## Introduction to ICBC Messenger

- ICBC Messenger is a service provided by ICBC which sends business reminders to customers' mobile phones or mailboxes via **SMS, email and mobile app**.
- This function helps **prevent the fund security risk** caused by fake base stations and fraudulent SMS messages through instantly receiving the messages of account movements.

## Why choose ICBC Messenger?

- **Convenient and fast:** The notification methods include **SMS, email and corporate mobile banking app push notification**. The app push notification works like SMS that allows you to receive the message any time if you connect the internet.
- **Timely and efficient:** It helps keep track of your account information **anytime, anywhere** and easily control the company's account information.
- **Comprehensive:** It provides account change reminder, fixed-time balance reminder, reminder for collection and distribution of cash pool, reminder for fixed deposit maturity, password change reminder, and transaction authorization reminder.

## How to use ICBC Messenger

**STEP 1** Log in to Corporate Internet Banking, click **ICBC Messaging** → **Set receiving option**, edit the contact information of all customers' ID from your company

**ICBC Messaging**

- Subscribe ICBC Messaging
- My ICBC Messaging
- Set receiving option

>> ICBC Messaging > Set receiving option

**Set receiving option**

>> Help

**The following is the ID and contact information of all customers of the company, please select and maintain the contact method you want to use for ICBC to send SMS or e-mail:**

Customer ID:	C	Contact No.:	65 -	<input type="text"/>	Example
	<input type="text"/>	Mailbox address:	<input type="text"/> Exa		
Customer ID:	W	Contact No.:	65 -	<input type="text"/>	Example
	<input type="text"/>	Mailbox address:	zh	<input type="text"/>	m.cn Exa
Customer ID:	K	Contact No.:	65 -	<input type="text"/>	Example
	<input type="text"/>	Mailbox address:	n	<input type="text"/>	Exa
Customer ID:	L	Contact No.:	65 -	<input type="text"/>	Example
	<input type="text"/>	Mailbox address:	hi	<input type="text"/>	Exa

Note: After this setting, you still need to modify the Messenger service already contracted.

➤ You can update the contact numbers and emails for all registered customer IDs under your company. Please update immediately if there are any changes.

➤ The contact number must be a Singapore mobile phone number, and please fill in with the correct email address.

➤ The token device will be needed to authorize any changes made.

## How to use ICBC Messenger

**STEP 2** Log in to Corporate Internet Banking, click **ICBC Messaging** → **Subscribe ICBC Messaging**, select the type of reminder you want to subscribe



> > ICBC Messaging > Subscribe ICBC Messaging

Subscribe ICBC Messaging >> Help

Business reminding type			
Serial number	Product name	Product description	Action
1	Account change reminder		<a href="#">Subscribe</a>
2	Fixed-time balance reminder		<a href="#">Subscribe</a>
3	Reminder for collection and distribution of cash pool		<a href="#">Subscribe</a>
4	Business processing reminder		<a href="#">Subscribe</a>
5	Regular expiry reminder		<a href="#">Subscribe</a>
6	Transaction authorization reminder		<a href="#">Subscribe</a>

- The function supports different currencies or accounts with different reminder settings.
- When the service period expires, auto-renew function can help you continue this reminder service.
- This ICBC Messenger service is free, a payment account needs to be provided for reference purpose..

## How to use ICBC Messenger

**STEP 3** Using **Alert on account changes** as an example, you can set the reminders for any currency and account of your company with customized initial amount

Subscribe ICBC Messaging
>> Help

**Type of messaging service: Alert on account changes**

Company's name:

Subscribed A/C:

Custom currency:

Withdrawal reminder amount:  The transaction with incurring amount above the amount will be subject to financial reminding

Reminding amount for account posting:  The transaction with incurring amount above the amount will be subject to financial reminding

Display transaction amount and account balance:  Display  Not displayed

Service period:

Auto-renew: The system will automatically make extension for you upon the expiry of the services. Each extension period is one month, and fees will be deducted from the specified payment account

Receiving language:  English

Receiving mode:  SMS  E-mail

Receiving number / email: [Set receiving option](#)

<input type="checkbox"/> Customer ID: C <input type="text"/>	Contact No.: <input type="text"/>	Mailbox address: <input type="text"/>
<input checked="" type="checkbox"/> Customer ID: Y <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: <input type="text"/> n
<input type="checkbox"/> Customer ID: K <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: m <input type="text"/> n
<input checked="" type="checkbox"/> Customer ID: L <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: h <input type="text"/> .sg

Company's name:

Payment A/C No.:

Currency:

## How to use ICBC Messenger

**STEP 4** Using **Fixed-time balance reminder** as an example, you can schedule daily, ten-day or monthly reminders of your account's current balance and available balance

Subscribe ICBC Messaging
>> Help

**Type of messaging service:** Fixed-time balance reminder

Company's name: IN

Subscribed A/C:

Currency: SGD

Balance reminder type:  Current Balance  Available Balance

Sending period:  Day  Ten days  Month

Service period: 6 months

Auto-renew: The system will automatically make extension for you upon the expiry of the services. Each extension period is one month, and fees will be deducted from the specified payment account

Receiving language:  English

Receiving mode:  SMS  E-mail

Receiving number / email: [Set receiving option](#)

<input type="checkbox"/> Customer ID: C <input type="text"/>	Contact No.: —	Mailbox address: —
<input checked="" type="checkbox"/> Customer ID: Y <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: zh <input type="text"/> @cn
<input checked="" type="checkbox"/> Customer ID: K <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: <input type="text"/>
<input checked="" type="checkbox"/> Customer ID: L <input type="text"/>	Contact No.: 65- <input type="text"/>	Mailbox address: <input type="text"/>

Company's name: I  D

Payment A/C No.:

Currency: SGD

## How to use ICBC Messenger

**STEP 5** Using **Transaction authorization reminder** as an example, you can notify authorizers to check and authorize transaction instructions

Create

Instruction waits for authorization! Your instruction serial number is ACC852118 Click to view and print [Check](#) check and print the instruction

Back

Your instruction has been submitted to be approved by the authorized person.

Choose authorized person(s) (more than one). ICBC will send an alert to him/her to authorize the instruction.

Send to No./email:

Customer ID:

Contact No.:

Customer ID:

Contact No.:

Customer ID:

Contact No.:

Customer ID:

Contact No.:

Confirm

## How to use ICBC Messenger

### STEP 6

After successfully setting "ICBC Messenger" through Corporate Internet Banking, you can use the "ICBC Messenger" service embedded in the Corporate Mobile Banking app at the same time, and you can receive all kinds of messages for free that have been set after turning on push notification with **one tap** :

**Download**

You can download ICBC Business (Overseas Corporate Mobile Banking) either from the App Store or by scanning the QR code below.



IOS



Android





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](http://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](mailto:cmh@sg.icbc.com.cn)**

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