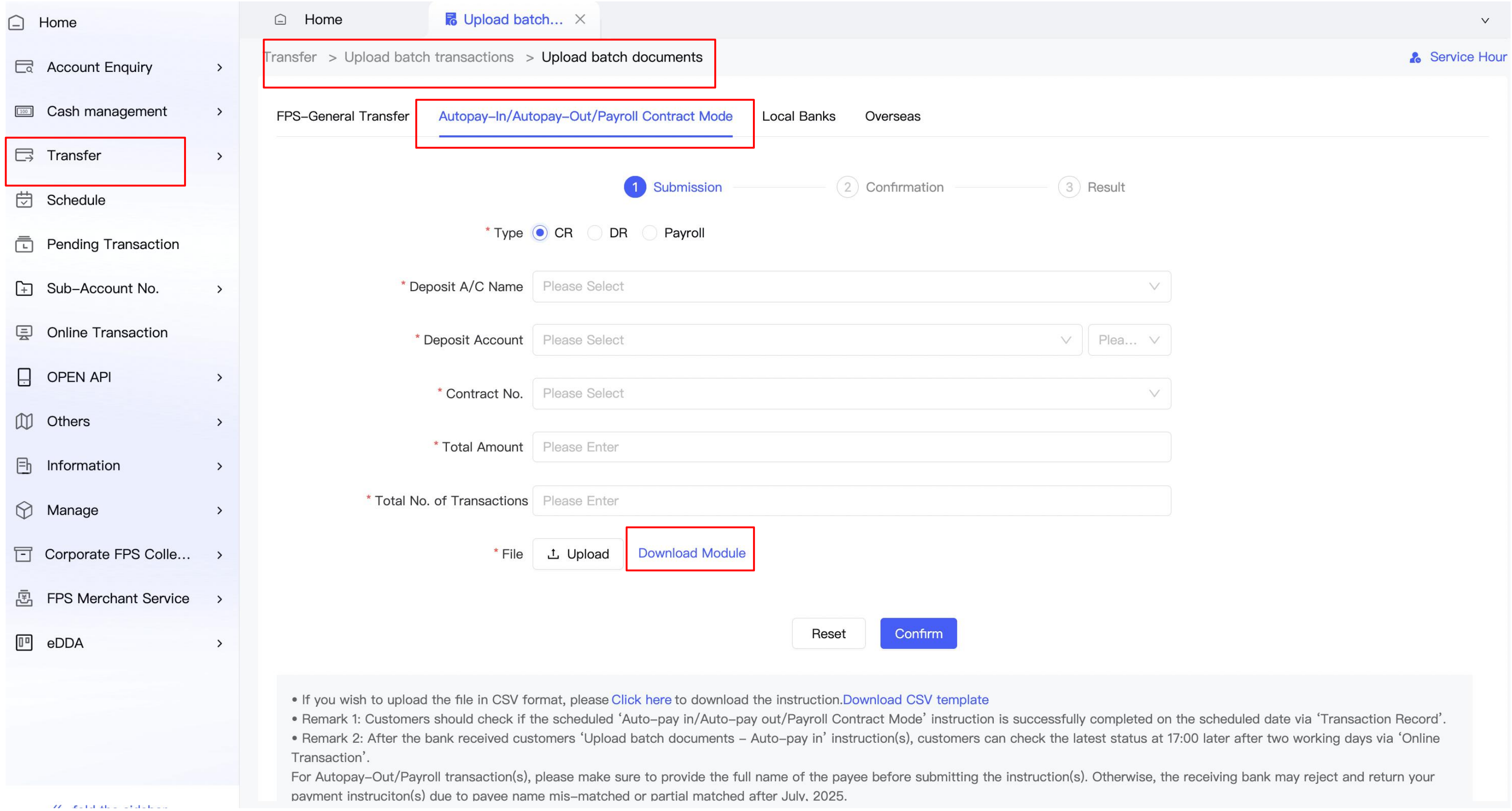
Corporate Internet Banking Service Demo
Upload batch documents

建設具有特色優勢的世界一流銀行集團

交通銀行（香港）
BANK OF COMMUNICATIONS (HONG KONG)

01 Payroll / Autopay-In / AutoPay-Out



Step 1/5

Under "Transfer", select "Upload Batch Transactions" and choose the "Payroll / Autopay-In / AutoPay-Out" then click "Download Module".

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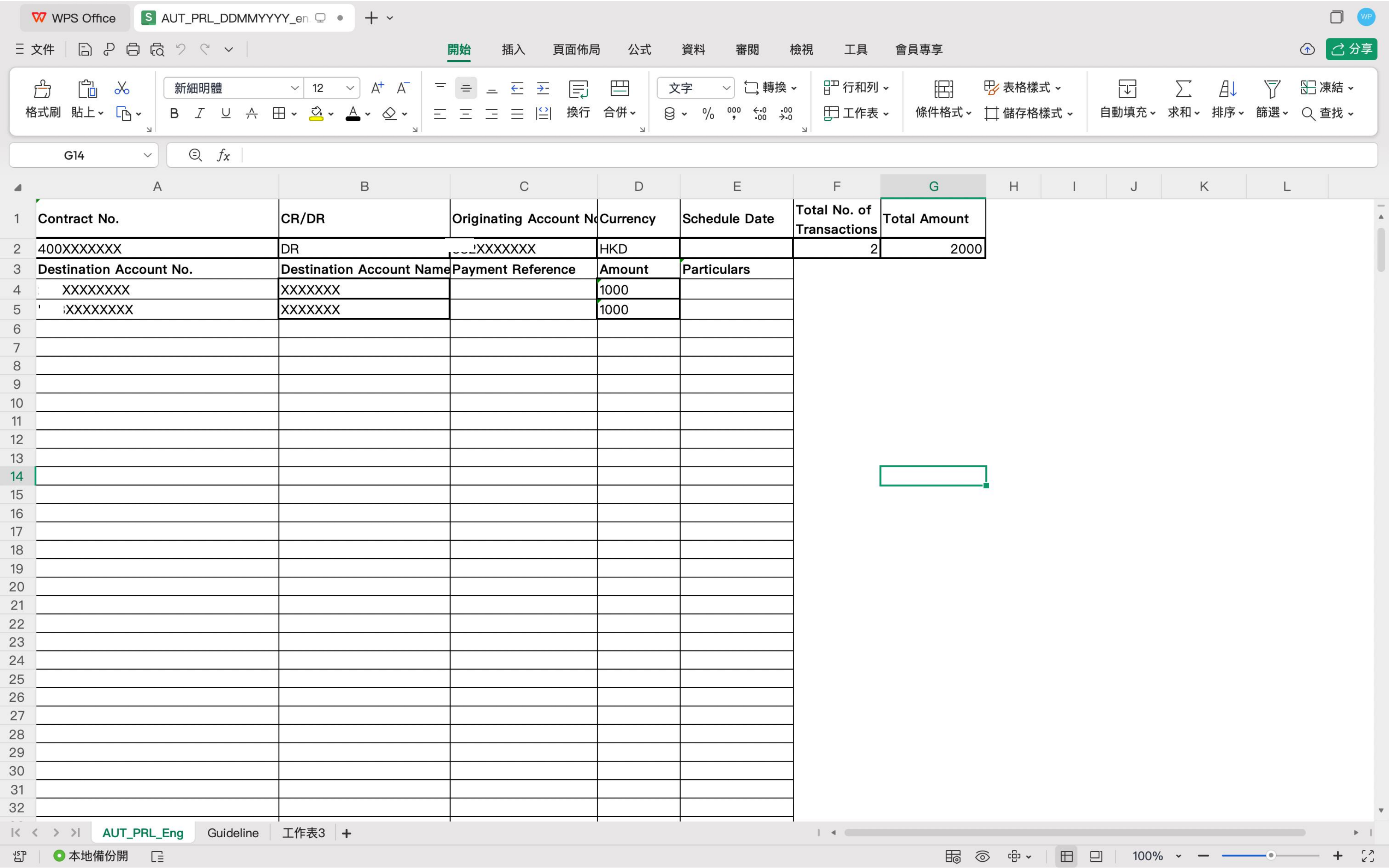

Step 2/5

Open the downloaded module and fill in the relevant transaction details.

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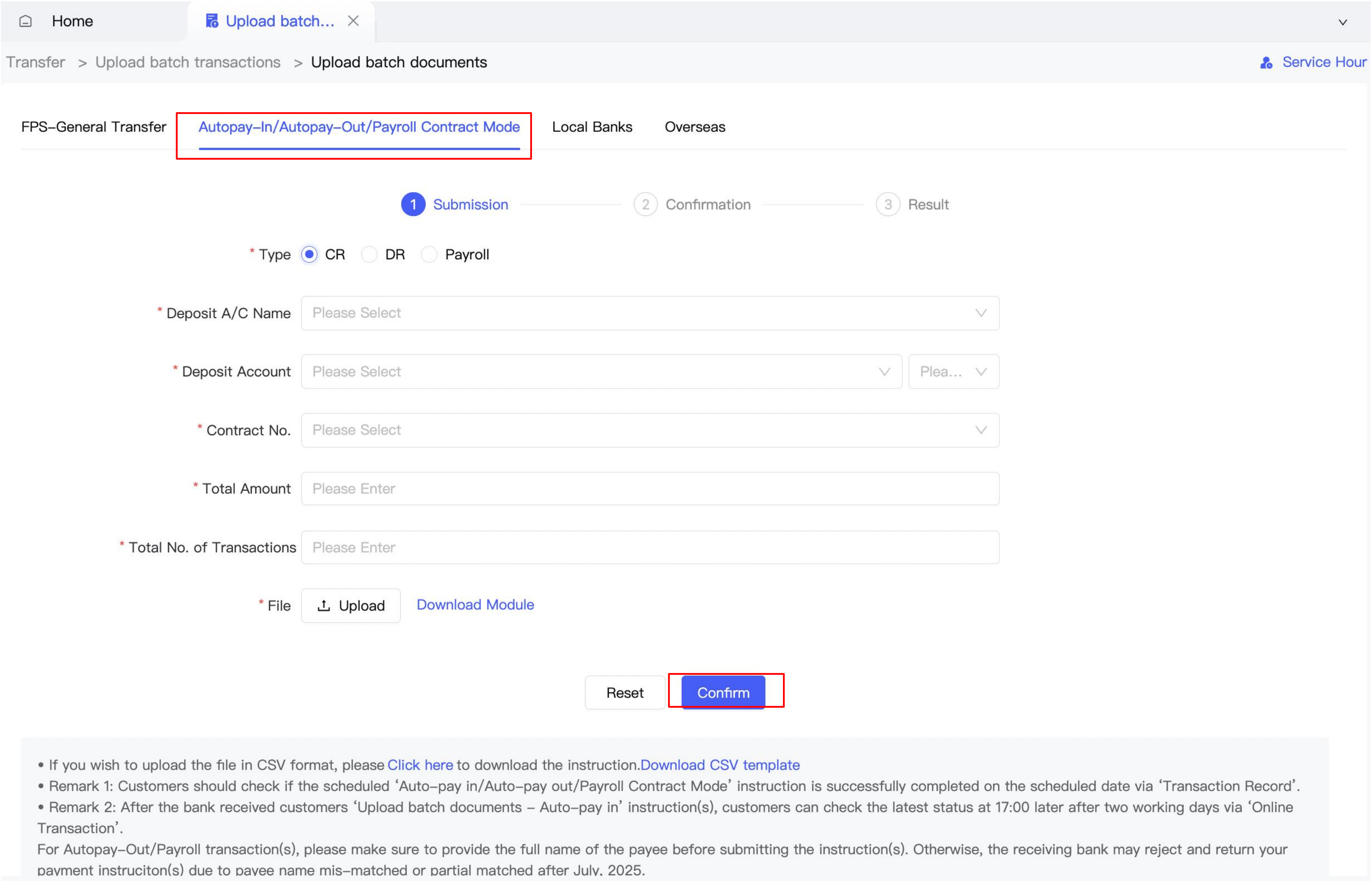

Step 3/5

Upon completion of filling out the template, please save and upload the completed template, and then click "Confirm".

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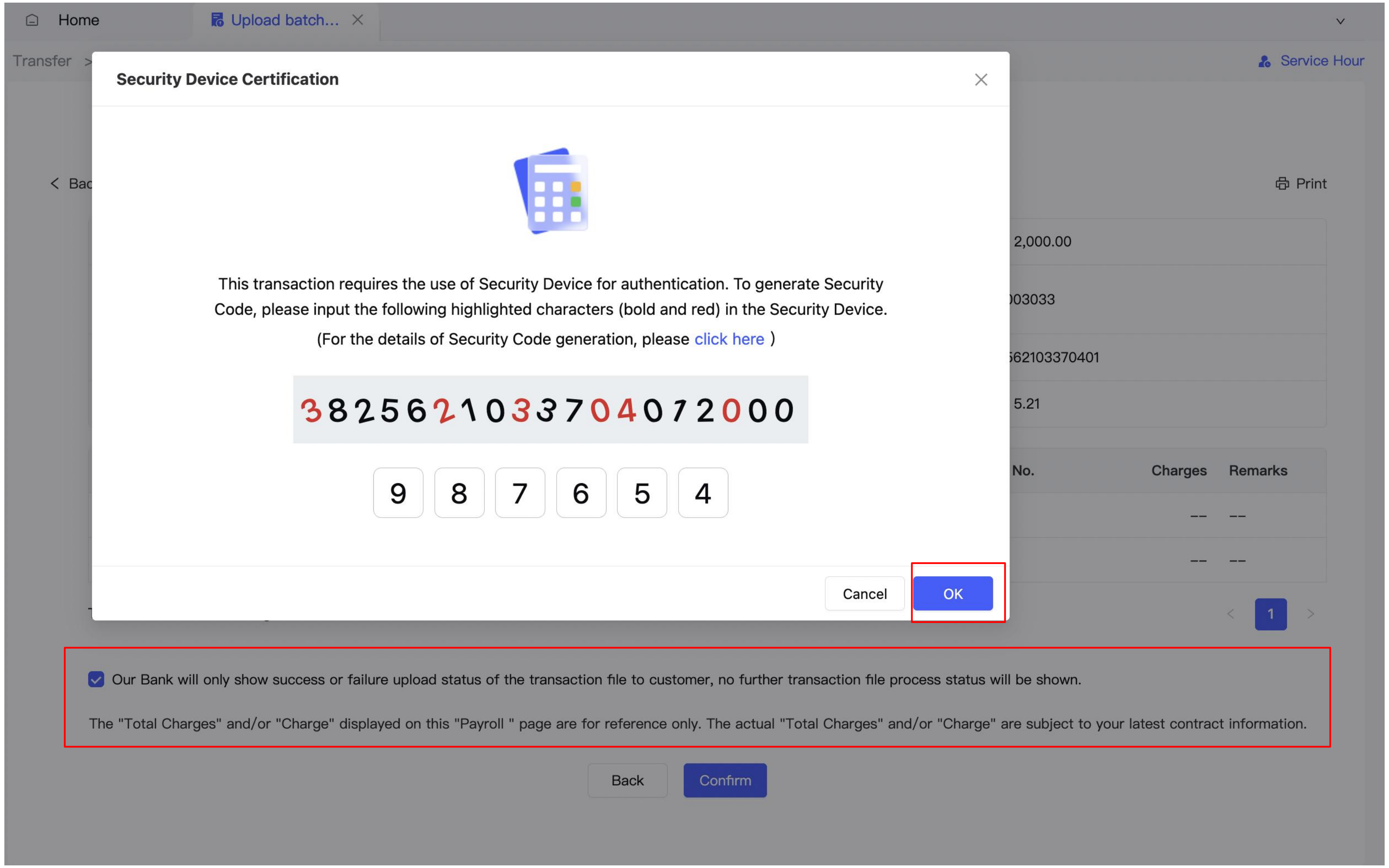
01 Payroll / Autopay-In / AutoPay-Out



Step 4/5

After reviewed the payment details and tick the checkbox to indicate your agreement to the terms and conditions. Then, input the Security Code for authentication and click "OK" to submit the payment instruction.

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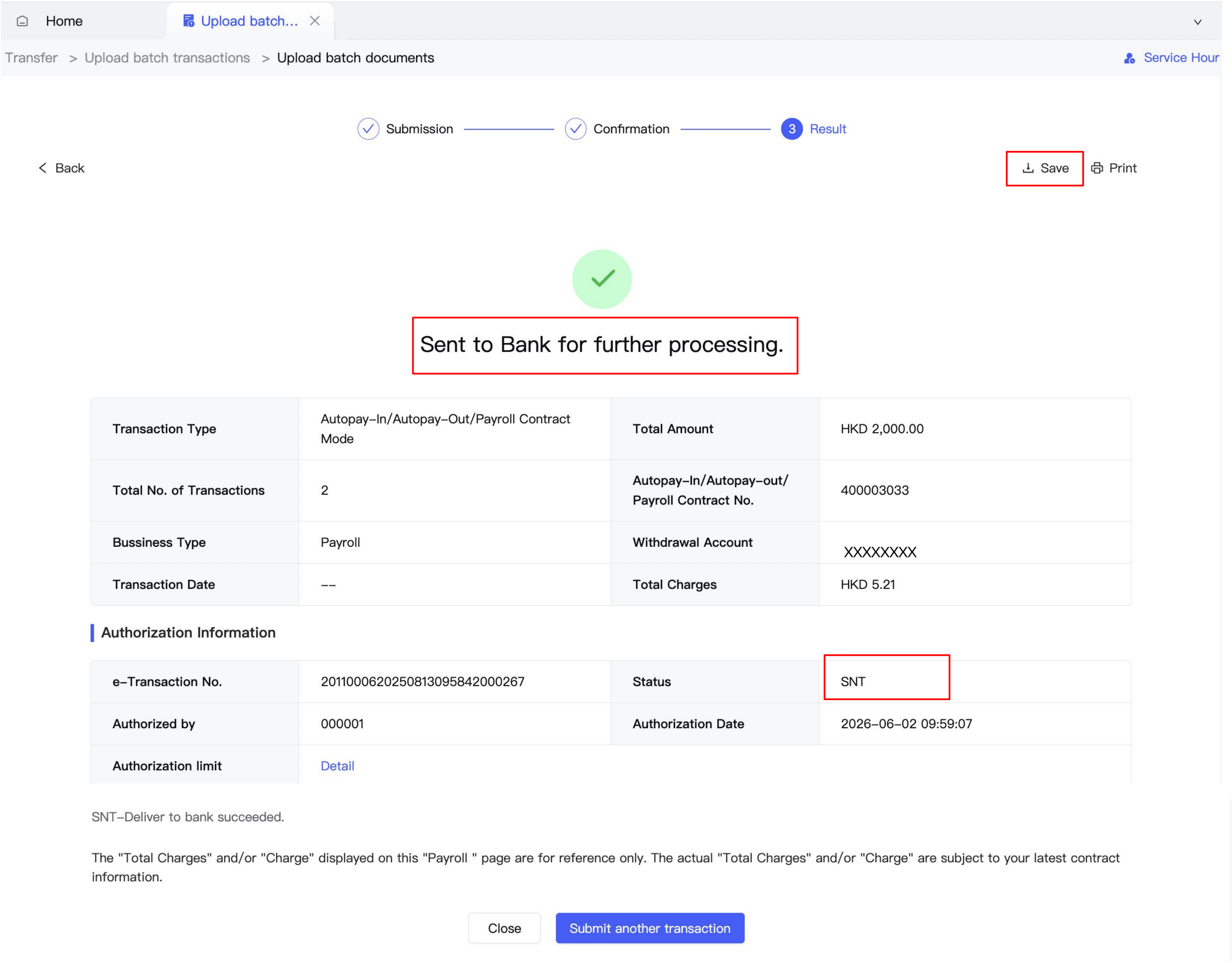
01 Payroll / Autopay-In / AutoPay-Out



Step 5/5

The transaction result and status will be shown after the transaction was submitted.

Click "Save" to keep a copy of transaction details.

To approve a transaction, please refer to "Pending Transaction" and continue.

If the status shows SNT, it means that the system has accepted your transaction; once it changes to COM, it indicates that the transactions have been sent to the beneficiary's bank.

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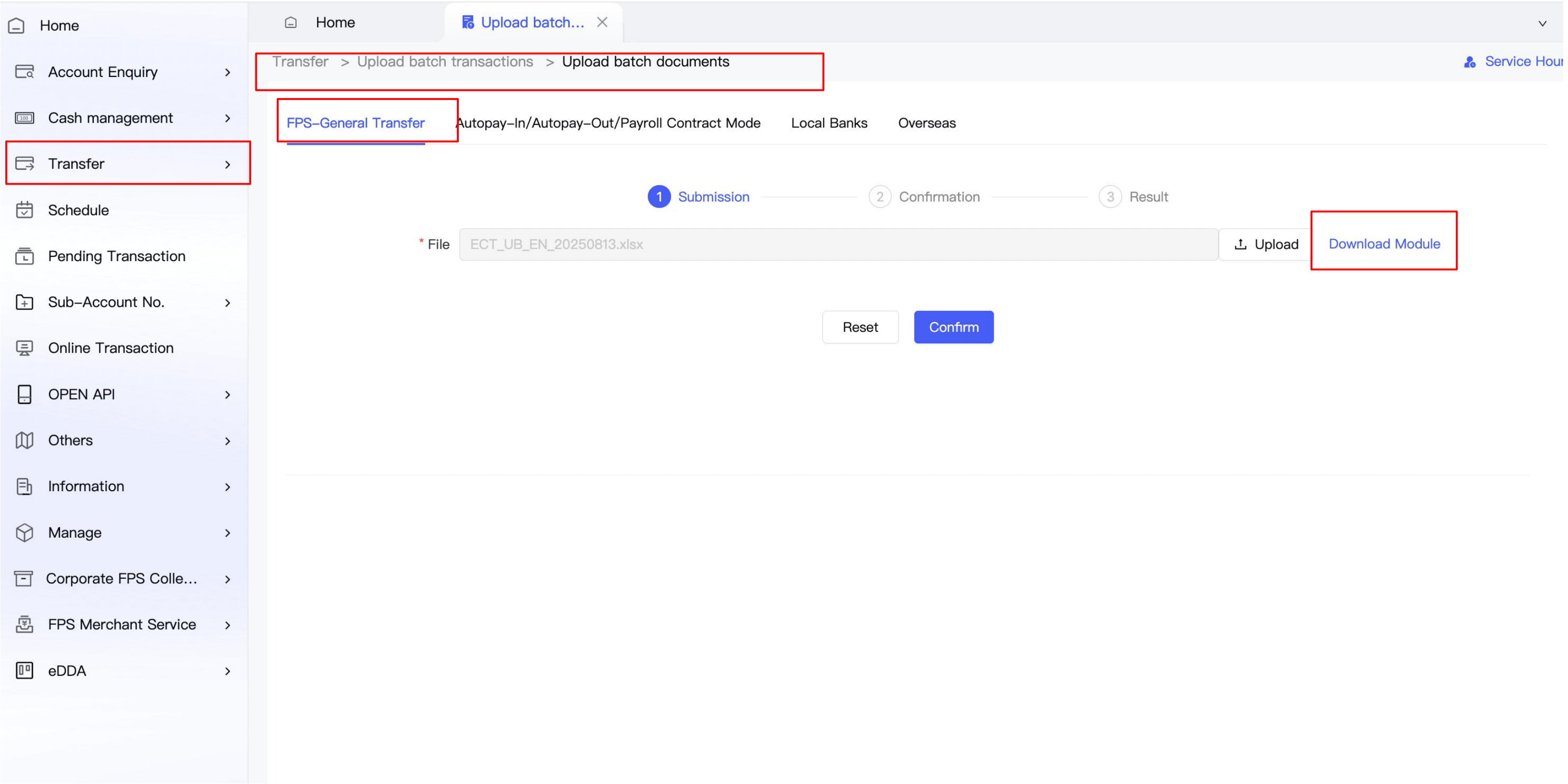
02 FPS - General Transfer

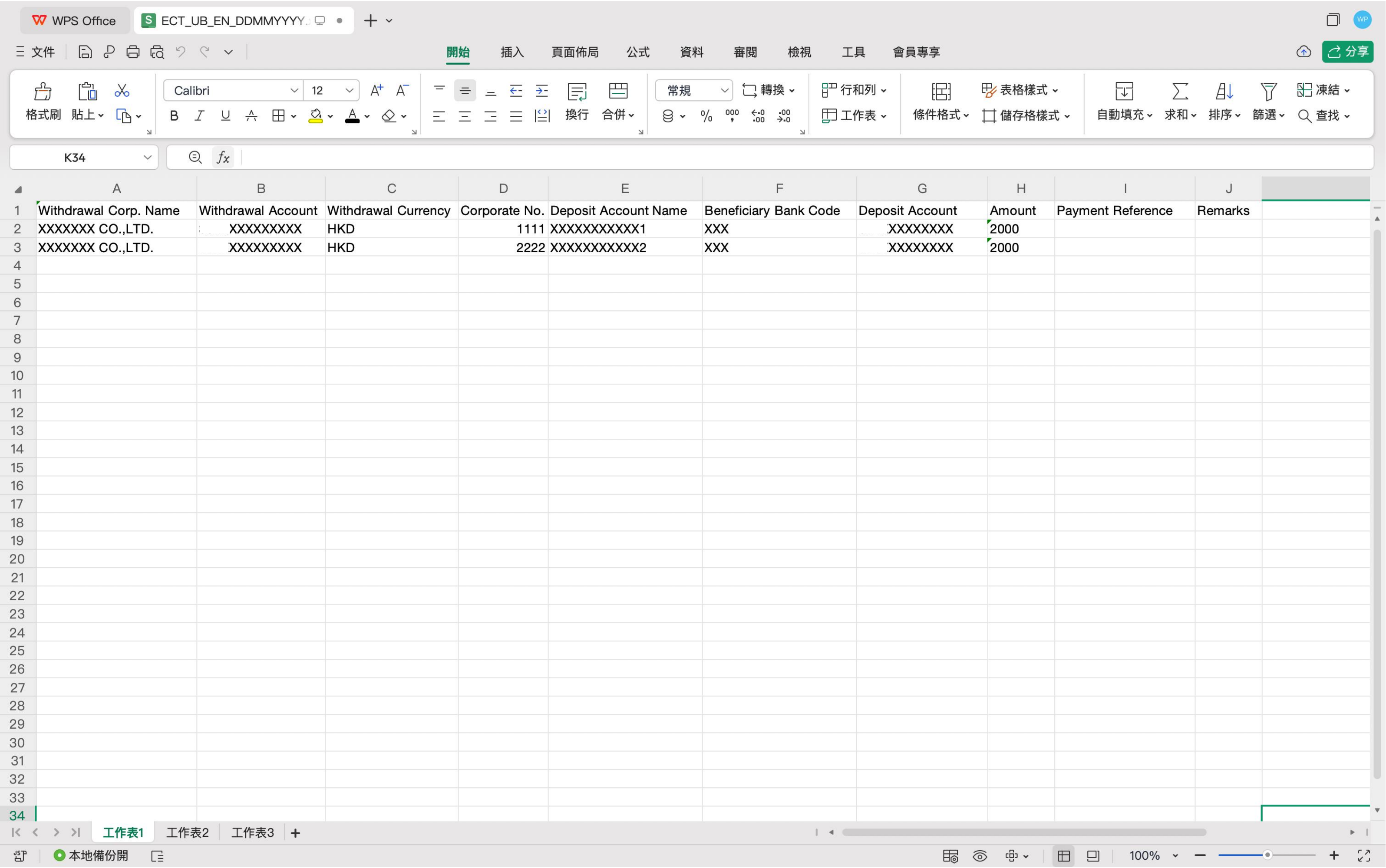


Step 1/5

Under "Transfer" functions, "Upload batch transactions" section, then select "FPS-General Transfer", click "Download Module" to obtain the template.

02

FPS - General Transfer

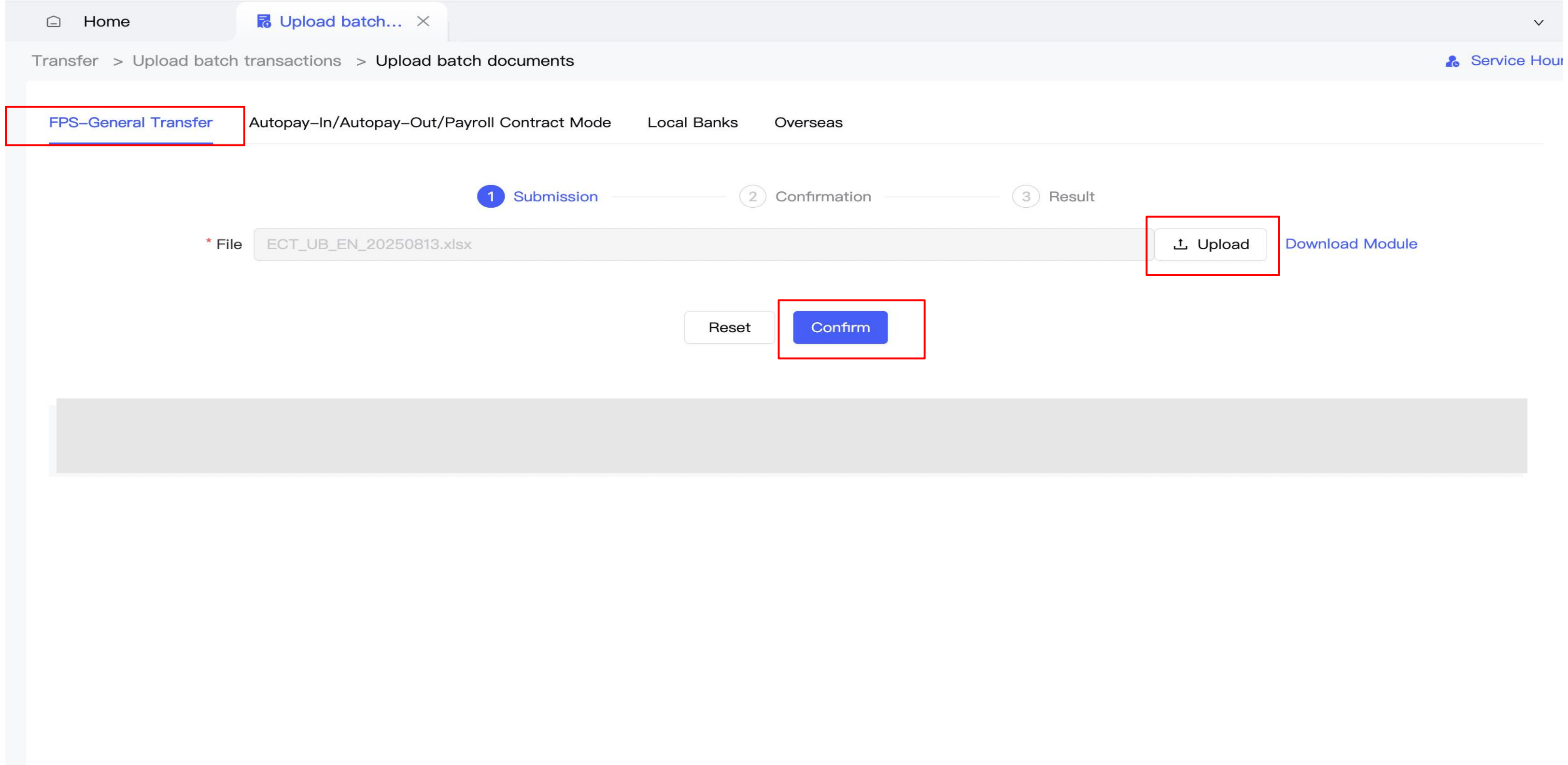


Withdrawal Corp. Name	Withdrawal Account	Withdrawal Currency	Corporate No.	Deposit Account Name	Beneficiary Bank Code	Deposit Account	Amount	Payment Reference	Remarks
XXXXXXX CO.,LTD.	XXXXXXXXX	HKD	1111	XXXXXXXXXXX1	XXX	XXXXXXXX	2000		
XXXXXXX CO.,LTD.	XXXXXXXXX	HKD	2222	XXXXXXXXXXX2	XXX	XXXXXXXX	2000		

Step 2/5

Fill in FPS transaction details into the template.

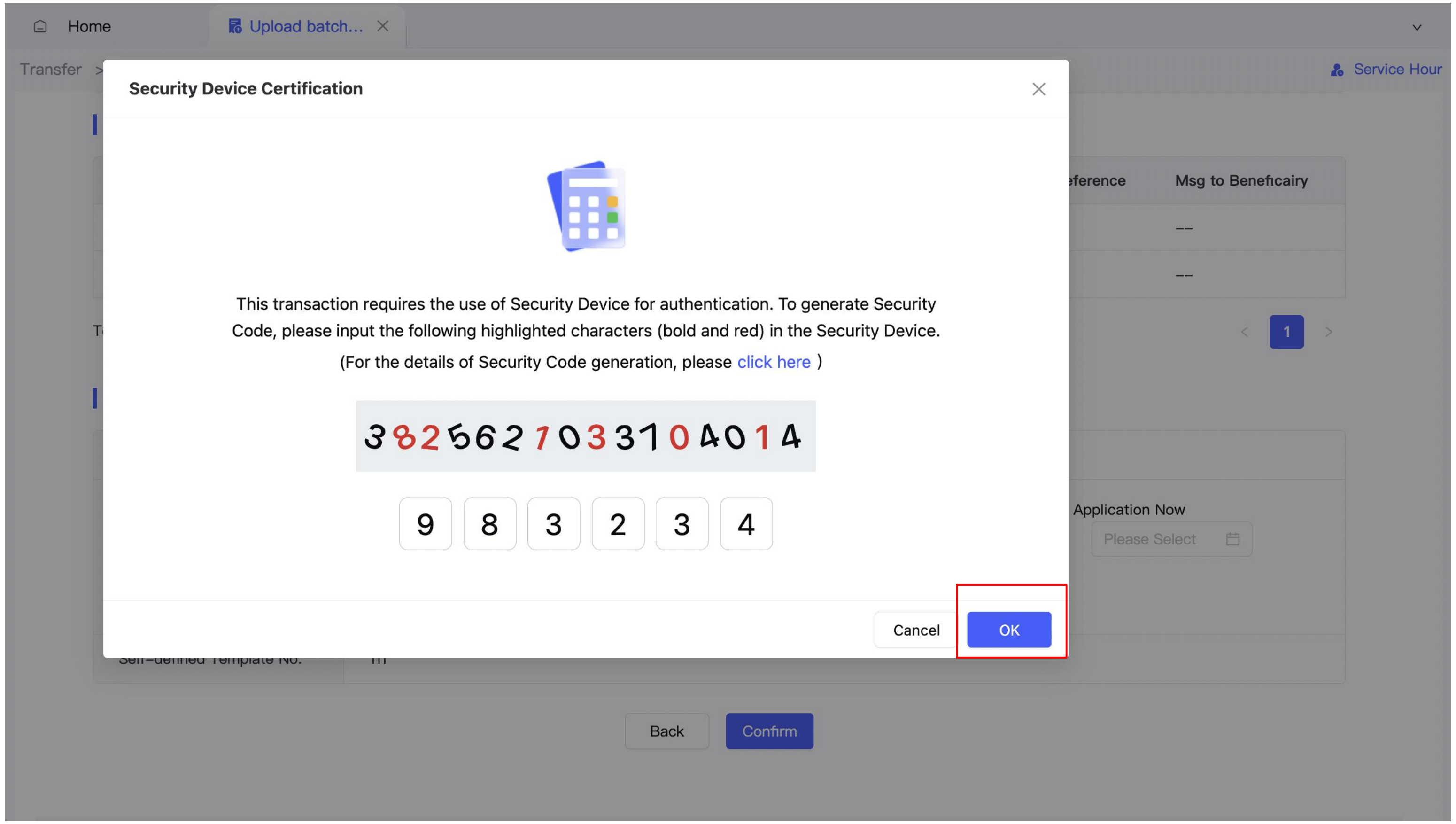
02 FPS - General Transfer



Step 3/5

Upon completion of filling out the template, please save and upload the completed template, and then click "Confirm".

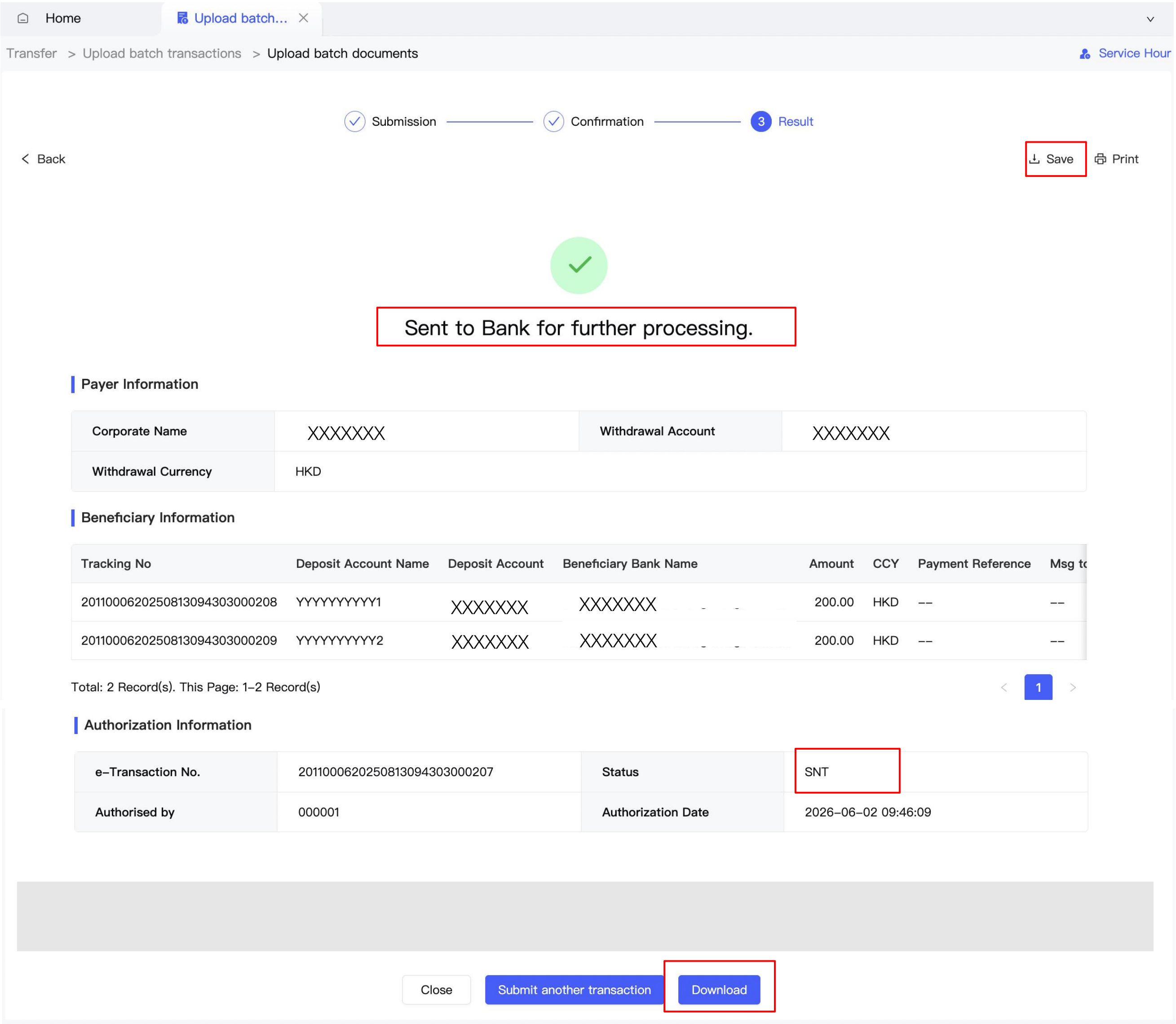
02 FPS - General Transfer



Step 4/5

After reviewed the payment details, input the Security Code for authentication and then click "OK" to submit the payment instruction.

02 FPS - General Transfer



Step 5/5

The transaction result and status will be shown after the transaction was submitted.
Click "Save" to keep a copy of transaction details or click "Download" to download the uploaded file.

The transaction was received if the status shows SNT; the status will be changed to COM after the transaction was processed successfully.

To approve a transaction, please refer to "Pending Transaction" and continue.

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交通銀行

中國特色金融文化

- 誠實守信　不逾越底線
- 以義取利　不唯利是圖
- 穩健審慎　不急功近利
- 守正創新　不脫實向虛
- 依法合規　不胡作非為