

INTERNET BANKING DÀNH CHO DOANH NGHIỆP





Table of Content

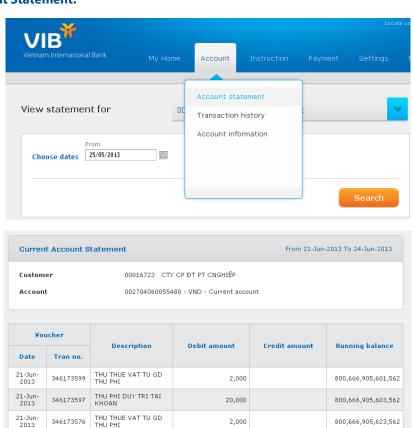
1.	Account Enquiry
2.	Enquiry bank instruction

ENQUIRY SERVICE

On "My Home" screen, after successfully log on, customer shall enquiry basic information of pending transaction (transaction awaiting for verification/ approval); Account detail, Term Deposit, Loan Account, Letter of Credit; Bills, Shipping Guarantee, and Bank Guarantee. Besides, Customer can also enquiry non-active accounts. In order to check more information, customer shall enquiry as following:

1. Account Enquiry

1.1. Enquiry Account Statement:



After successfully log on, choose menu: Account > Account Statement.

Here, Customer can check the following information:

• Enquiry Account Detail: Account No, Account type, Date, Transaction No, Debit amount, Credit amount and running balance of the account.

Total credit:

800,666,905,625,562

n VND

Choose account to be enquired from the drop list.

Opening balance :

Closing balance:

• Choose dates: the enquiry duration: "From "... "To", then press Search.

THU PHI DUY TRI TAI

800,666,905,645,562 VND

800,666,905,601,562 VND

Note:

➤ Enquiry duration for account statement: maximum 3 months (90 days) / one enquiry.

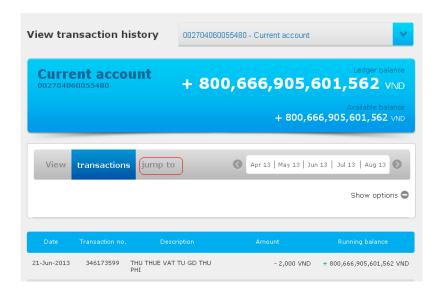
1.2. Enquiry Transaction History:

After successful log on, choose menu: **Account > Transaction history.**

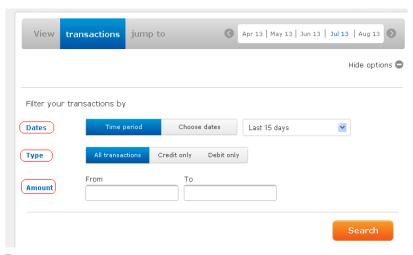
Here, Customer can check the following information:

- Enquiry Account Detail: Account No, Account type, Date; Transaction No, Description, Amount and running balance of the account.
- Choose account to be enquired from the drop list.
- Enquiry transaction:

+ Upon monthly basis: Choose month



+ Upon daily basis: Choose Show option > Choose Time period / Choose dates.



Then press "Search".

Note:

- ➤ Enquiry duration for transaction history: maximum 3 months (90 days) / one enquiry.
- > Customer who chooses to enquiry upon daily basis can choose other fields i.e transaction type and amount for detail enquiry.
 - + Choose transaction type: Choose Type (All transactions / Credit only / Debit Only)
 - + Choose Amount: Choose Amount ("From" ... "To" ...)
- 1.3. Enquiry Account Information:





After successful logon, choose menu **Account > Account Information**

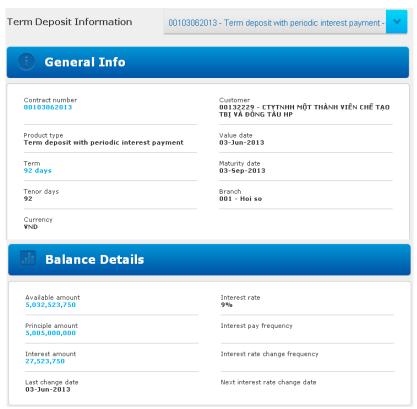
Here, customer can enquiry the following information:

Account Number, Account type, Currency, Status, Open date, Branch, and Balance detail.

2. Enquiry bank instruction

2.1. Enquiry Term Deposit:

Choose menu Instruction > Term Deposits



Here, Customer can enquiry the following information:

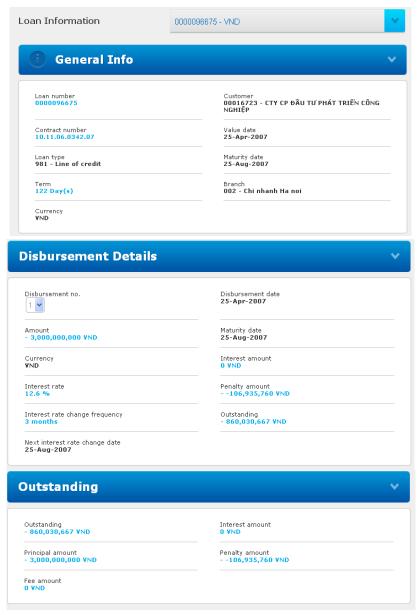
- Contract number, product type, open date, maturity date, tenor, currency, branch
- Enquiry balance detail: available amount, principal amount, interest amount, Interest rate ...

2.2. Enquiry Loan Account

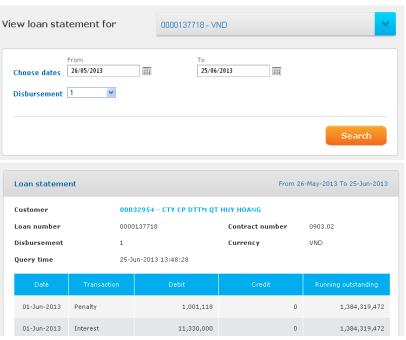
Enquiry Loan accounts from "My Home" screen



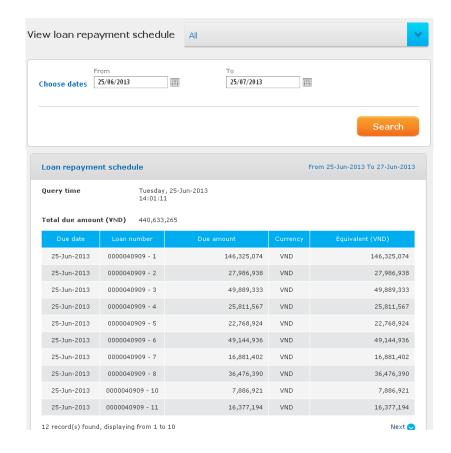
Or choose menu: Instruction > Loan Accounts > Loan Information



Menu: Instruction > Loan Accounts > Loan Statement



Menu: Instruction > Loan Accounts > Loan Repayment Schedule



On "My Home" screen, choose tab My Accounts > Loan Accounts

Here, customer can enquiry the following information:

- Loan Number, principal amount, current outstanding.
 - Enquiry loan number detail: Choose " <u>Loan Number</u>" to be enquired. System will link to screen on Instruction > Loan Information

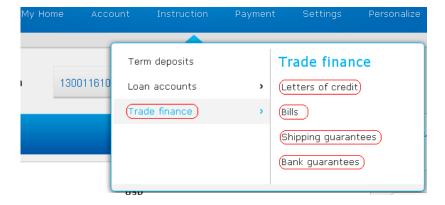
On menu "Instruction > Loan accounts", customer can enquiry:

- + Enquiry general loan information by choosing Instruction > Loan Accounts > Loan Information
- + Enquiry loan statement for each loan number by choosing Instruction > Loan Accounts > Loan Statement
- + Enquiry loan repayment schedule: Instruction > Loan Accounts > Loan repayment Schedule

Note:

- ➤ Enquiry duration for loan statement is 90 days max only and "To date" should not be the day after today.
- Enquiry duration for loan repayment schedule is 90 days max only

2.3 Enquiry Trade Finance Service



After successful logon, choose menu Instruction > Trade Finance

Here, customer can enquiry the following information:

Enquiry L/C information: Choose Letters of Credit

- Enquiry Bill information: Choose **Bills**
- Enquiry Shipping Guarantee: Choose **Shipping Guarantees**
- Enquiry Bank Guarantee: Choose **Bank Guarantees**