

## How to Issue an FX Draft

## **Internet Banking**

- Log on to Internet Banking application with User ID and Password
- Click "FX Transactions" on the menu bar
- Select "FX Draft Request"
- Click "New Request" button
- Fill all details on the displayed form
- Click the appropriate checkbox to agree to the terms & conditions of the request
- Click "Continue"
- Review the details of the request
- Input generated "Token Code" in the appropriate field
- Click "Submit" button to complete request

NOTE: Appropriate charge applies

## Timeline:

- Request initiated before 4pm are treated same day, while requests initiated after 4pm are treated next working day
- Request initiated on weekend or public holiday will be processed next working day

