Beneficiary Maintenance

Beneficiary Maintenance is to create a list of people who receive the money transferred.

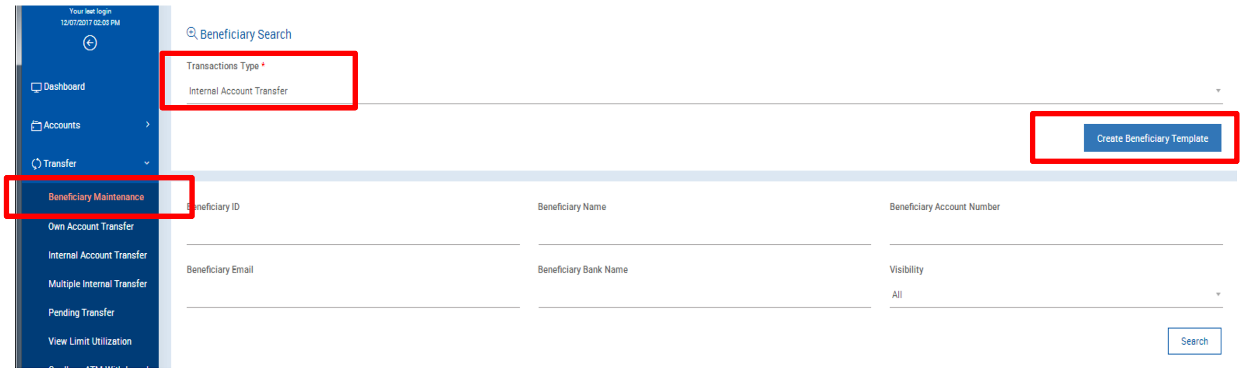
- To make Beneficiary Maintenance, navigate to Transfer >> Beneficiary Maintenance
- You can also navigate from Site map >> Transfer >> Beneficiary Maintenance

To create Beneficiary Maintenance,

1. Transaction Type: Choose the transaction type “Internal Account Transfer”

Click “Create Beneficiary Template”.

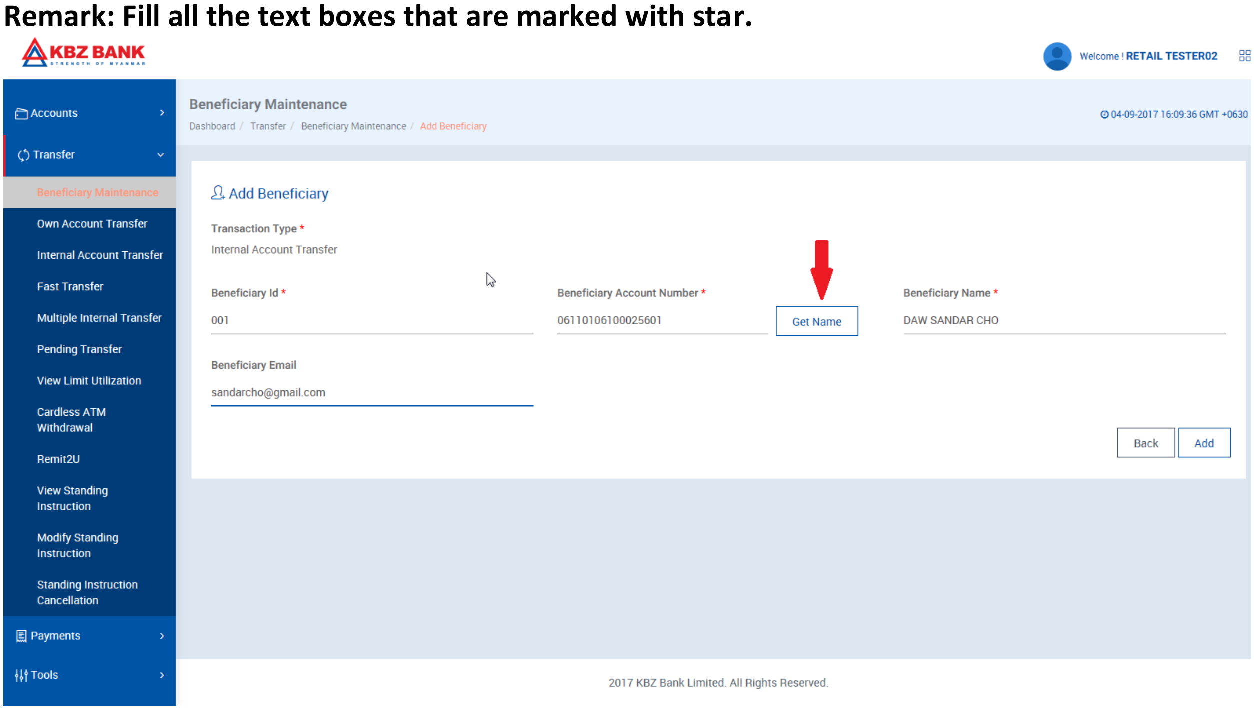
Remark: Fill all the text boxes that are marked with star.



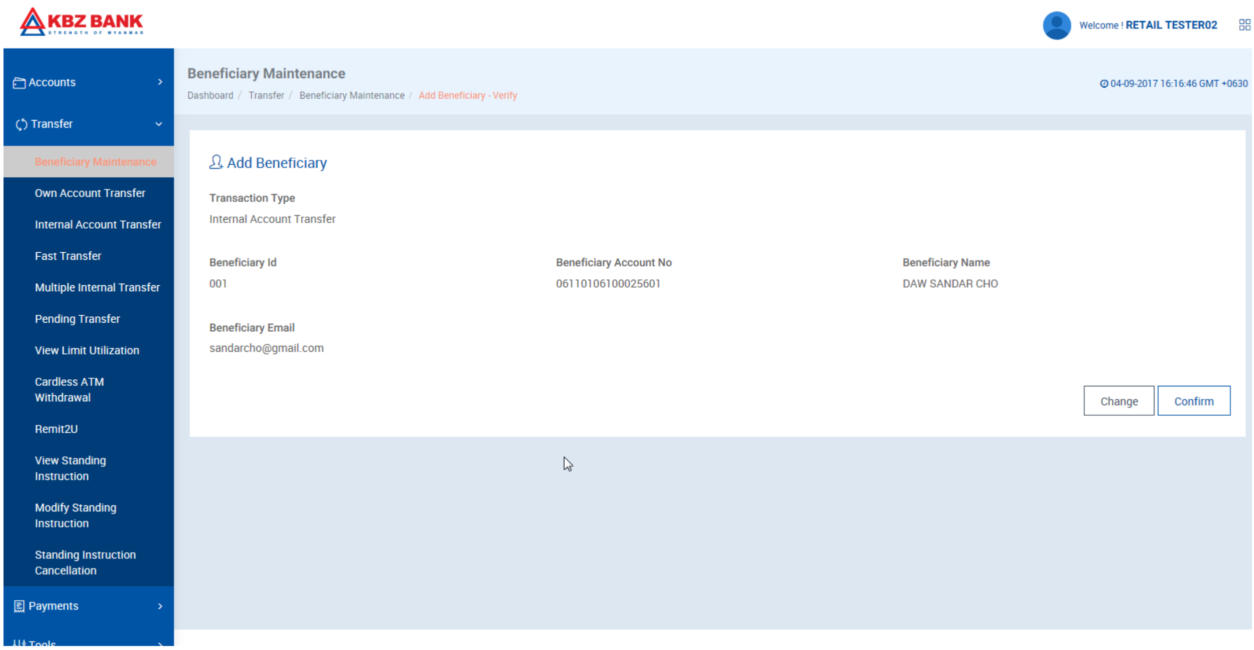
2. Please fill all the necessary information to create the new beneficiary.

**Beneficiary Id: The id the customer wishes to give.
**Beneficiary Account No: Type the account number of the beneficiary. R.
**Click on “Get Name “to check the beneficiary account.
Beneficiary Email: The email of the beneficiary.
Click “Add”.

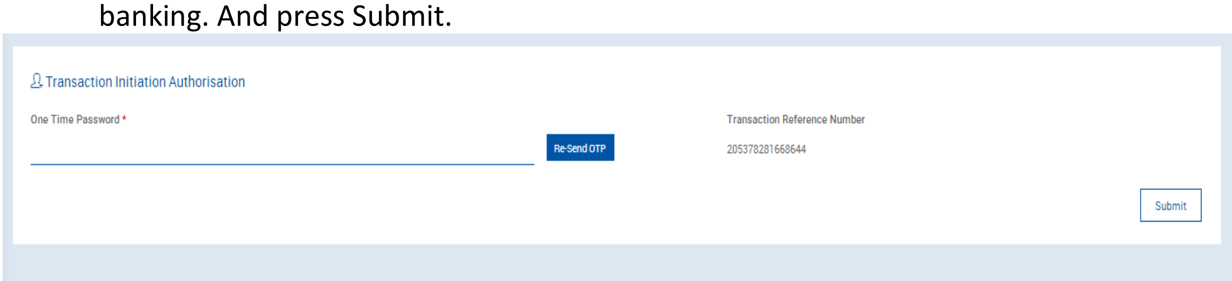
Remark: Fill all the text boxes that are marked with star.



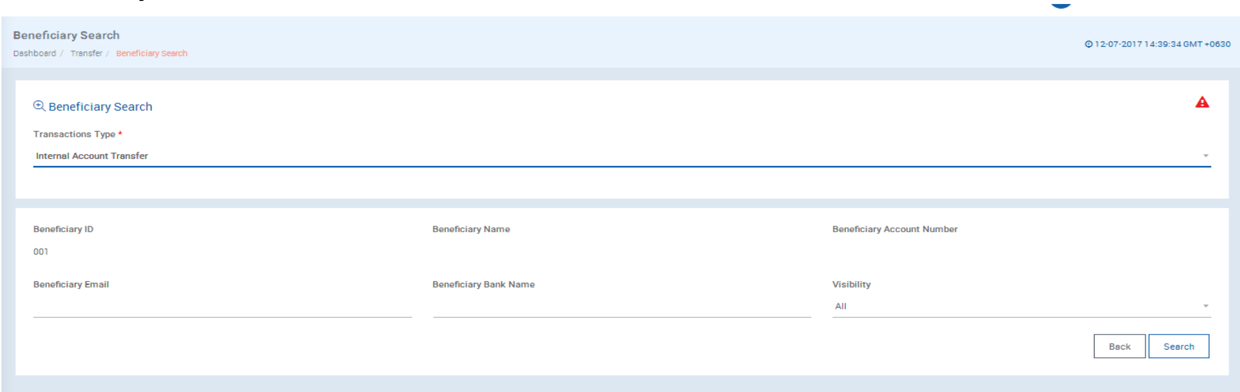
3. Please confirm after you double check the necessary information
4. If you want to change information, click on “Change”.



5. Please enter the OTP that is to your mobile number which is registered for online banking. And press Submit.



Beneficiary Search



- Transaction Type: Choose the transaction type.
- Beneficiary Id: Enter the Beneficiary Id given.
- Beneficiary Name: Enter the Beneficiary Name given.
- Beneficiary Account No: Enter the Beneficiary account number.
- Beneficiary Email: Type the Beneficiary email address.
- Beneficiary Bank Name: Enter the Beneficiary Bank Name.
- Visibility: Select the Beneficiary access level. (All or Private)
- Click “Search”.

Remark: Fill all the text boxes that are marked with star.