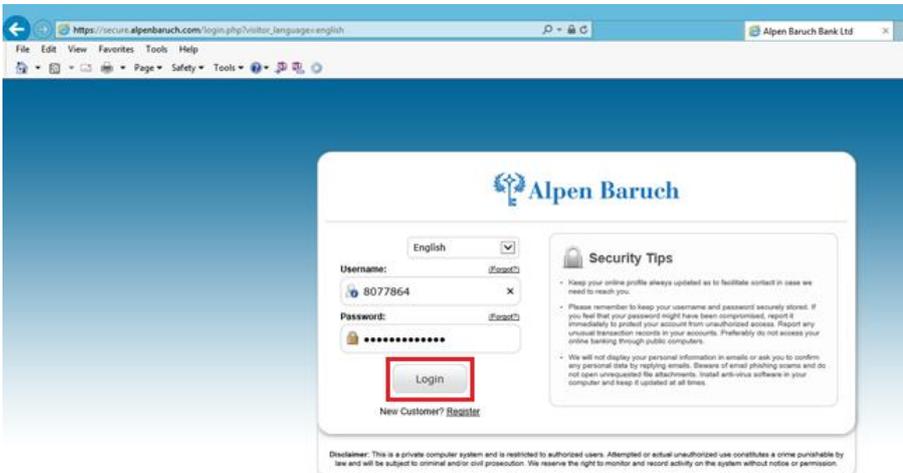


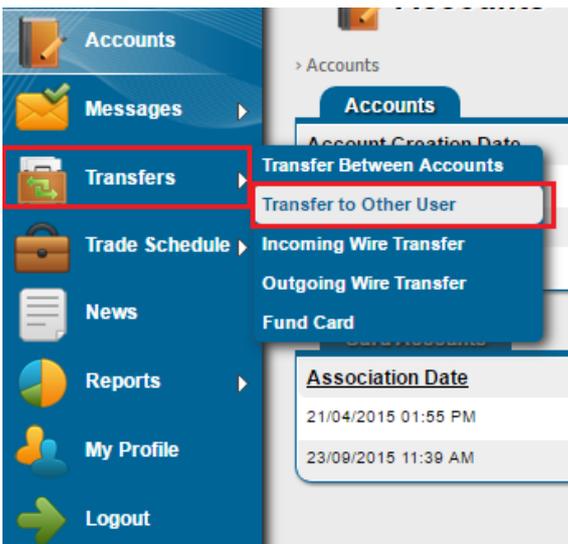
# ABB - Procedures for preparing ABB account transfer

1. Please use internet explorer to go to below URL, input username and password, then click the button “Login”:

<https://secure.alpenbaruch.com>



2. Select “Transfer” → “Transfer to Other User”



3. Select “Account Number”, Input the required information of “Credit to Account” and “Transfer Details”, then click “Continue”

**Transfer to Other User**

Template Manager  
Template: ...Blank Load Delete

**Debit from Account**  
Account Number: 1280035167 Account Type: call deposit  
Available Balance: 24,418.00 USD

**Credit to Account**  
Payee Name: payee  
Payee Account Number: 1644757831

**Transfer Details**  
Amount to Transfer: 1000 \* Use only decimal point separator  
Description: Inv. 1234 settlement  
Transfer Fee: Internal Transfer - Personal USD 1.00  
Security Key: \*\*\*\*\* 1 2 3 4 5 6 7 8 9 0

Template Manager  
Template Name: Save Template Now  
Continue Cancel

4. After verified the information, click “Submit”

**Transfer Confirmation**

**Debit from Account**  
Account Number: 1280035167  
Account Type: call deposit  
Description:

**Credit to Account**  
Payee Name: payee  
Payee Account Number: 1644757831

**Transfer Details**  
Amount to Transfer: 1,000.00 USD  
Description: Inv. 1234 settlement  
Transfer Fee: Internal Transfer - Personal 1.00 USD

**Supporting Document**  
Attach File: Choose File No file chosen Only PDF and JPG files can be attached. Max Size: 4.77 MB

Submit Back

5. System appeared message “The transaction has been performed”

> Transfers

The transaction has been performed.

**Transfer Types**

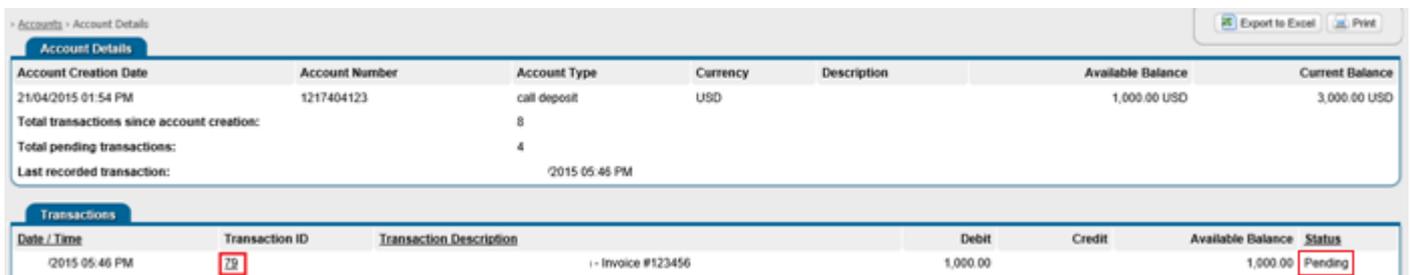
Transfer Between Accounts	Enter
Transfer to Other User	Enter
Incoming Wire Transfer	Enter
Outgoing Wire Transfer	Enter
Fund Card	Enter

## Procedures for checking the status of remittance

1. Please click the button "Account"



2. The new created transaction shows in the list with the status "Pending" and please click the highlighted Transaction ID for the details information.



The screenshot displays the "Account Details" page. At the top right, there are buttons for "Export to Excel" and "Print". The "Account Details" section includes a table with the following data:

Account Creation Date	Account Number	Account Type	Currency	Description	Available Balance	Current Balance
21/04/2015 01:54 PM	1217404123	call deposit	USD		1,000.00 USD	3,000.00 USD
Total transactions since account creation:		8				
Total pending transactions:		4				
Last recorded transaction:		2015 05 46 PM				

Below the account details is a "Transactions" table with the following data:

Date / Time	Transaction ID	Transaction Description	Debit	Credit	Available Balance	Status
2015 05 46 PM	79	Invoice #123456	1,000.00		1,000.00	Pending

3. The status will be updated in our bank system according to the different stages of transaction processing. Please check the status of transaction through this system.

<END>