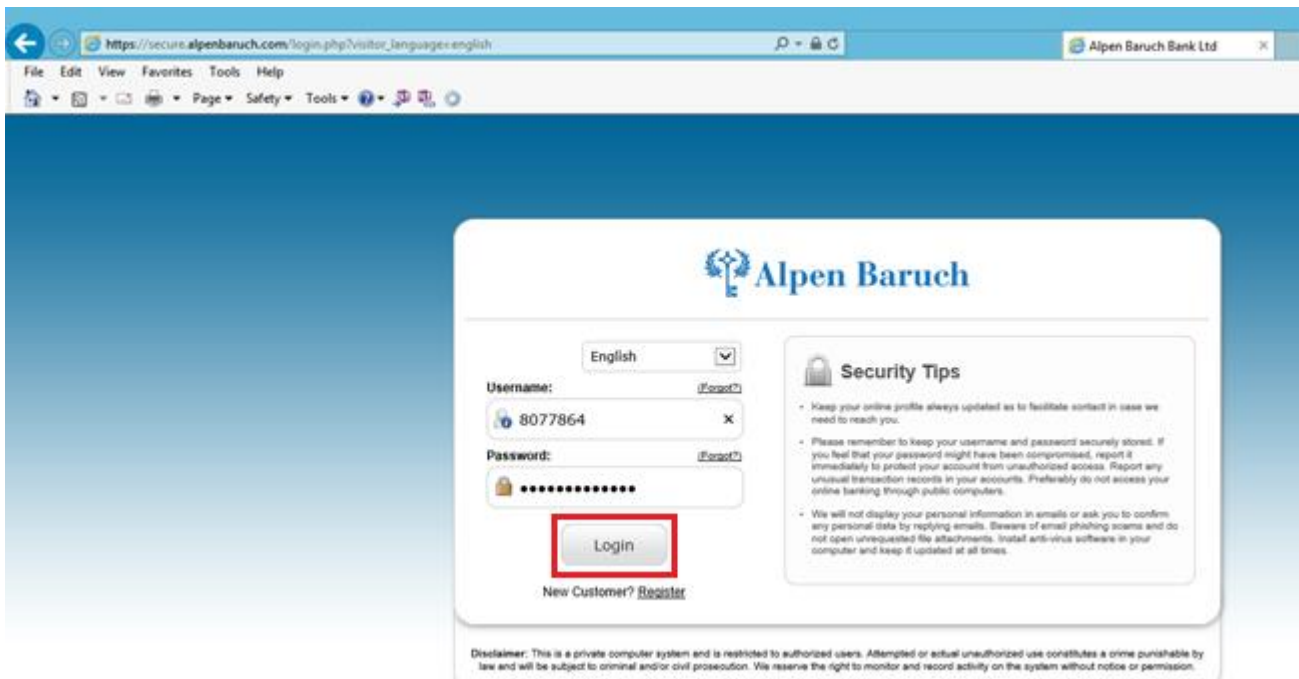


ABB - Procedures for preparing outgoing wire transfer (remittance) transaction

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

<https://secure.alpenbaruch.com>



2. Please select “Transfer” → “Outgoing Wire Transfer”



3. Please select the “Debit from Account”, “Currency”, input the “Amount” and Transaction password “Security Key” and details information of Intermediary Bank (if any)

Transfers

> Transfers > Outgoing Wire Transfer Request

Outgoing Wire Transfer Request / Wire Transfer Instructions - MT103+

Template Manager

Template: Load Delete

Transaction Details

Debit from Account: Account Type: call deposit
Available Balance: 1,000.00 USD

Currency:

Amount:

Transfer Fee:

Security Key:

SWIFT Field 56A (Intermediary Bank)

SWIFT / BIC:

Name:

Address:

Location:

Country:

NCS Number:

ABA / RTN:

Account Number / IBAN:

SWIFT Field 57a (Beneficiary Bank)

- Please input details information of Beneficiary Bank, Beneficiary customer, Reference message and then click the button **“Continue”**

ABA / RTN:

Account Number / IBAN:

SWIFT Field 57a (Beneficiary Bank)

SWIFT / BIC:

Name:

Address:

Location:

Country:

NCS Number:

ABA / RTN:

SWIFT Field 59 (Beneficiary Customer)

Name:

Address:

Account Number / IBAN:

SWIFT Field 70 (Information)

Reference Message: x

Template Manager

Template Name: Save Template Now

Continue Cancel

IMPORTANT NOTE: If the **security key** is incorrect, the message will be appeared as below, please input the correct **security key** again.

The screenshot shows the 'Transfers' section of a web application. A yellow error message box at the top right states 'The security key is invalid.' Below it, the 'Outgoing Wire Transfer Request / Wire Transfer Instructions - MT103+' form is visible. The 'Security Key' field, which contains ten asterisks, is highlighted with a red box. Other fields include 'Debit from Account' (1217404123), 'Currency' (USD), and 'Amount' (1000 USD).

5. Please attach file (if any) of beneficiary bank information provided and click the button **“SUBMIT”**

The screenshot shows the 'Outgoing Wire Transfer Request Confirmation / Wire Transfer Instructions - MT103+' form. It displays transaction details for a debit from account 1217404123 for USD 1,000.00. The beneficiary bank is HSBC HK, and the beneficiary customer is Chan Tai Man. A supporting document section is present with an 'Attach File' button and a 'Browse...' button. The 'Submit' button at the bottom left is highlighted with a red box.

6. The message **“The transaction has been requested”** appeared and please click the button **“Done”** or **“Print”** to generate a hardcopy of this new created instruction request.

Transfers

⚠ The transaction has been requested.

> Transfers > Outgoing Wire Transfer Request > Outgoing Wire Transfer Request Confirmation

Outgoing Wire Transfer Request Confirmation / Wire Transfer Instructions - MT103+

Transaction Details

Debit from Account: 1217404123
 Transfer Fee Selected: USD

SWIFT Field 32A (Currency, Amount)

Amount: USD 1,000.00

SWIFT Field 57a (Beneficiary Bank)

Name: HSBC HK
 Address: 1 Queen Road Central
 Location: Hong Kong Island

SWIFT Field 59 (Beneficiary Customer)

Name: Chan Tai Man
 Address: Flat B, Tai Man Building, Kwun Tong
 Account Number: 123456789

SWIFT Field 70 (Information)

Reference Message: Invoice #123456

Print Done

Procedures for checking the status of remittance

1. Please click the button "Account"

Accounts

> Accounts

Accounts

Account Creation Date

21/04/2015 01:54 PM

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

> Accounts > Account Details

Export to Excel Print

Account Details

| 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 | | | | |

Transactions

| Date / Time | Transaction ID | Transaction Description | Debit | Credit | Available Balance | Status |
|---------------|----------------|---|----------|--------|-------------------|---------|
| 2015 05 46 PM | 29 | Outgoing Wire Transfer - Chan Tai Man - 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>