

Personal Internet Banking Tips – Autopay Standing Instruction

Have you ever forgotten to pay your monthly bills due to heavy workload? Now ICBC (Asia) Internet Banking provides you a convenient, efficient and preferential service in order to keep you away from clumsiness and embarrassment.

No matter what type of beneficiary it is, which bank the beneficiary uses, or what kind of payment you have to settle. All you need to do is to fill in the simple autopay information for once and our advanced computer systems of the 24-hour Personal Internet Banking Autopay Service will help you do the rest. No extra bank charges will be collected for every transaction!

Just sit back and relax, with a touch on the keyboard, banking is much easier than ever.

Don't hesitate, log in Personal Internet Banking and set up Autopay Standing Instruction now.

Choose 'Others' and click 'Autopay' (Figure 1), then fill in the required information and press 'Proceed' to finish (Figure 2).

Figure 1



Figure 2

The form contains the following fields and callouts:

- Debit Account:** A dropdown menu with 'please select' and a 'Check Balance' button. Callout: 'Select debit account.'
- Beneficiary Account Number:** A text input field. Callout: 'Input the information of beneficiary and beneficiary bank in English.'
- Beneficiary Account Name:** A text input field.
- Beneficiary Bank Name:** A text input field.
- Instruction Details:**
 - First Payment Date:** A dropdown menu. Callout: 'At least 2 days after setting the instruction.'
 - Payment Frequency:** A dropdown menu with 'Please Select'. Callout: 'Select Weekly, Biweekly, Monthly or Yearly from the box.'
 - Payment Currency:** A dropdown menu with 'HKD' selected.
 - Payment Amount:** A text input field. Callout: 'Input payment amount.'
 - Expiry Date (if any):** A text input field with a hint 'e.g. 02/08/2008 (DD/MM/YYYY)'.
 - Reference/Message (Optional):** A text input field.

Buttons: 'Proceed' (green) and 'Clear' (red).

Kind Reminders:

- You must register the Two Factor Authentication Service (mobile phone or e-Cert).
- Please set up the standing instructions at least 2 days before the first payment date.
- Sufficient funds should be ensured before the payment date. A service fee may be levied on any failed payments due to insufficient funds.