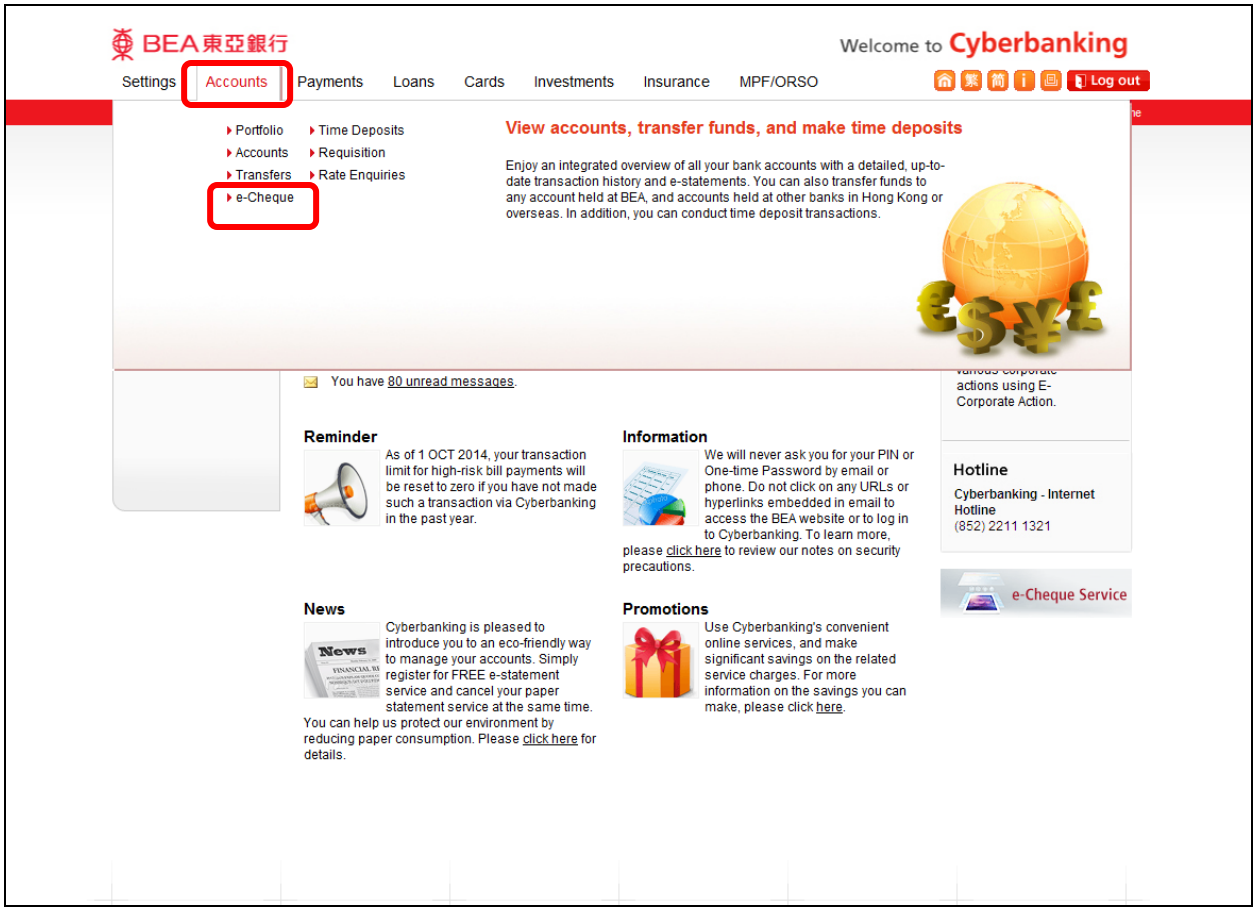
BEA東亞銀行

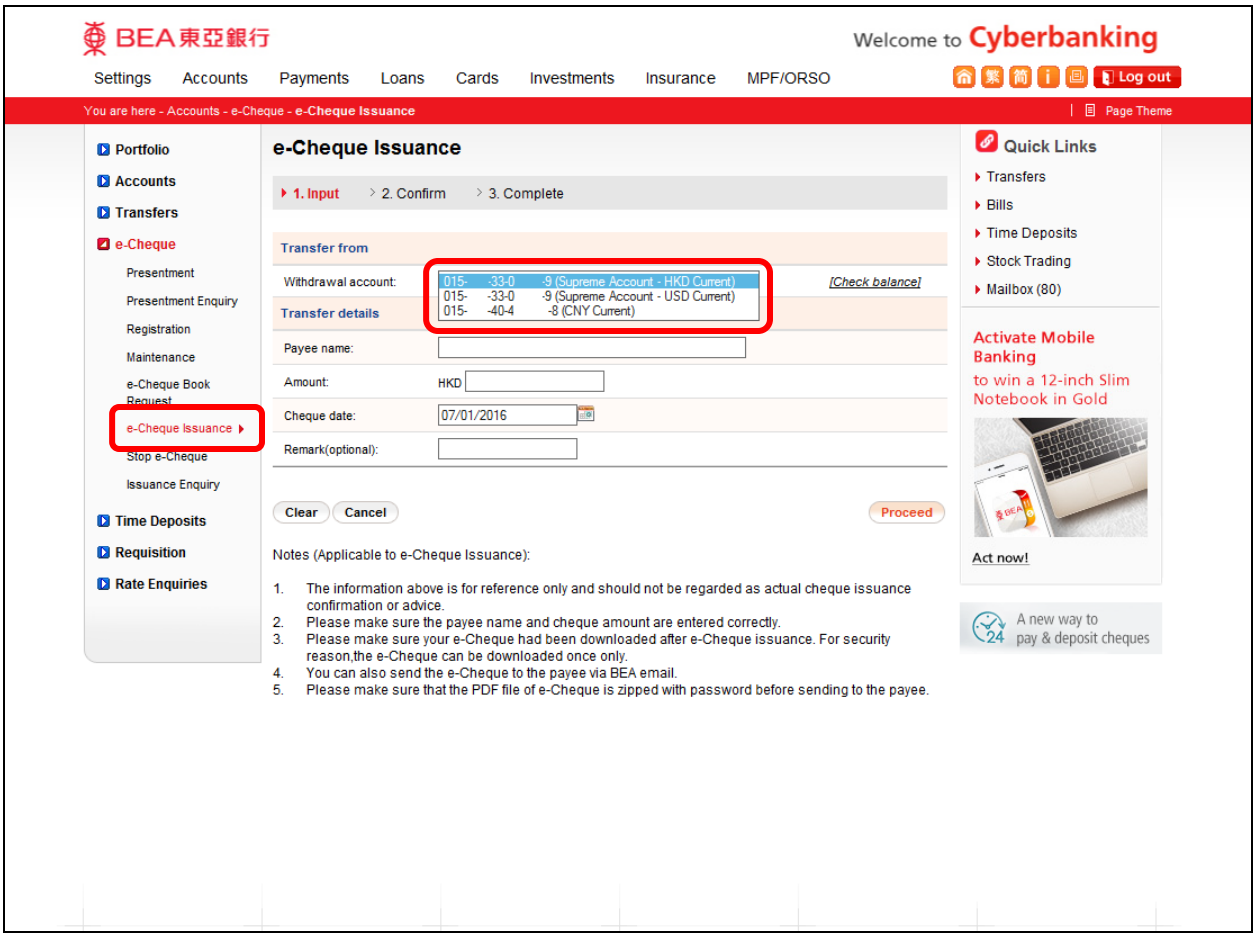
e-Cheque Service Demonstration

e-Cheque Issuance

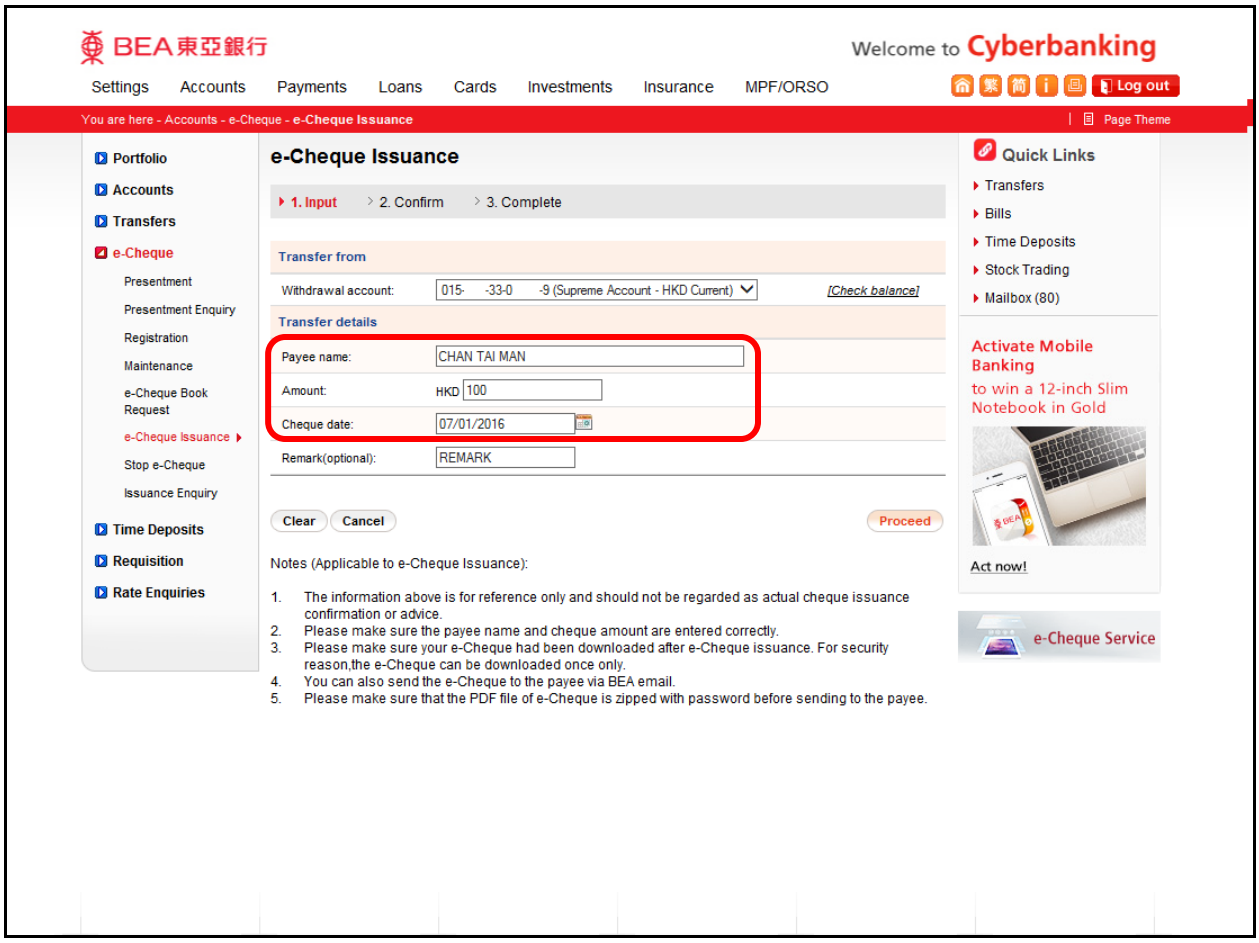
1. Select “Accounts” and “e-Cheque”.



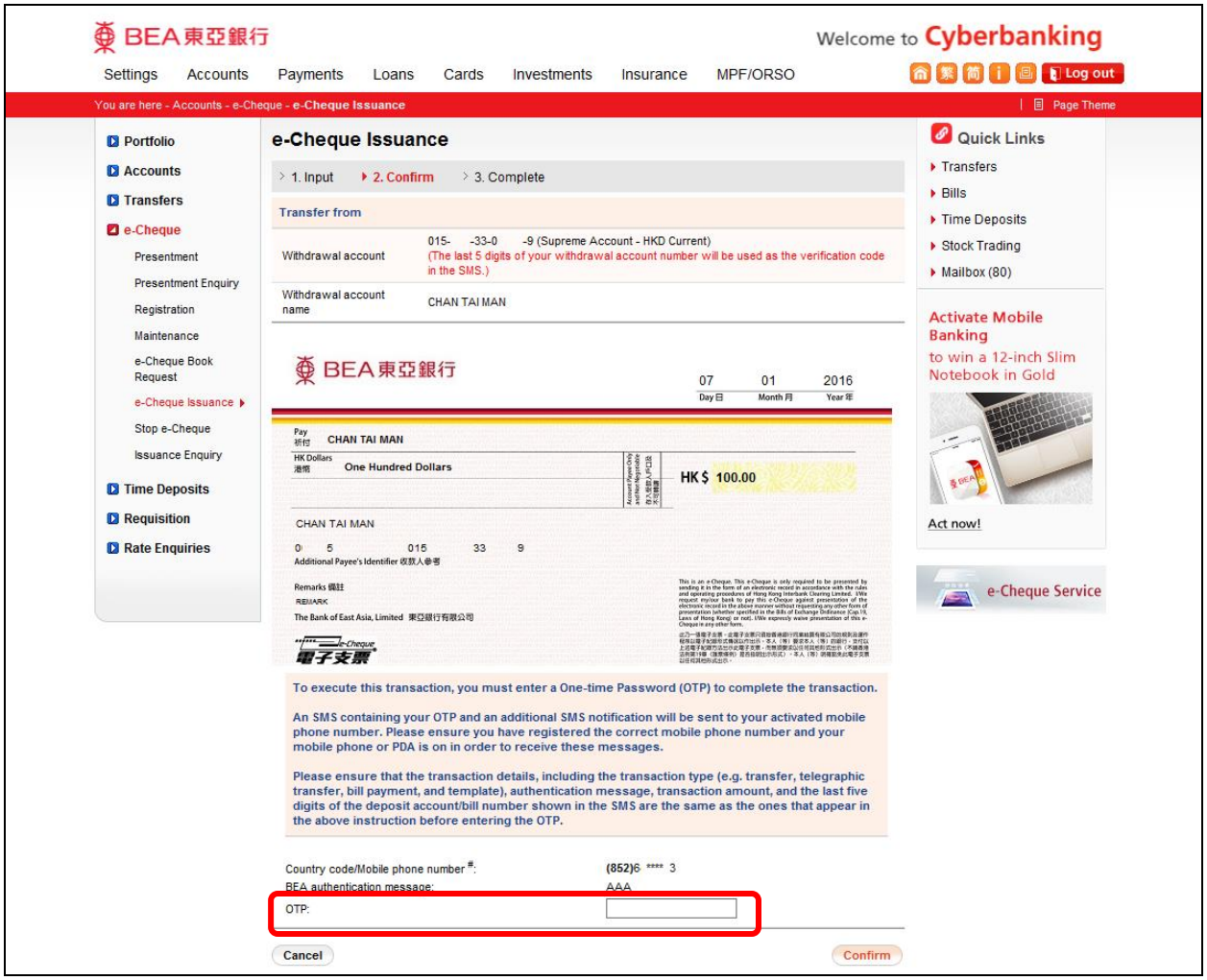
2. Select “e-Cheque Issuance” and then the withdrawal account.



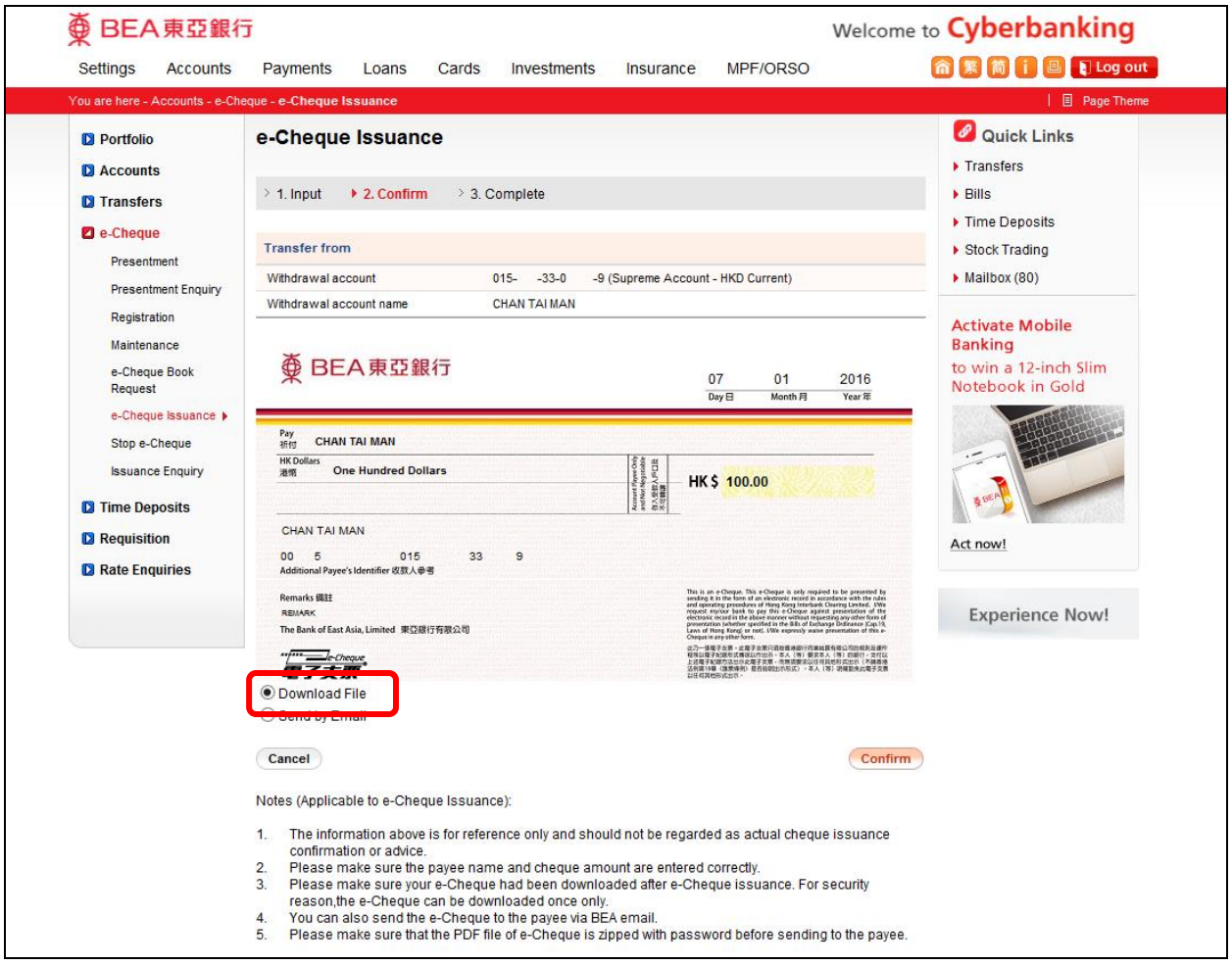
3. Fill in the payee name and amount. Then, select the cheque date[1].



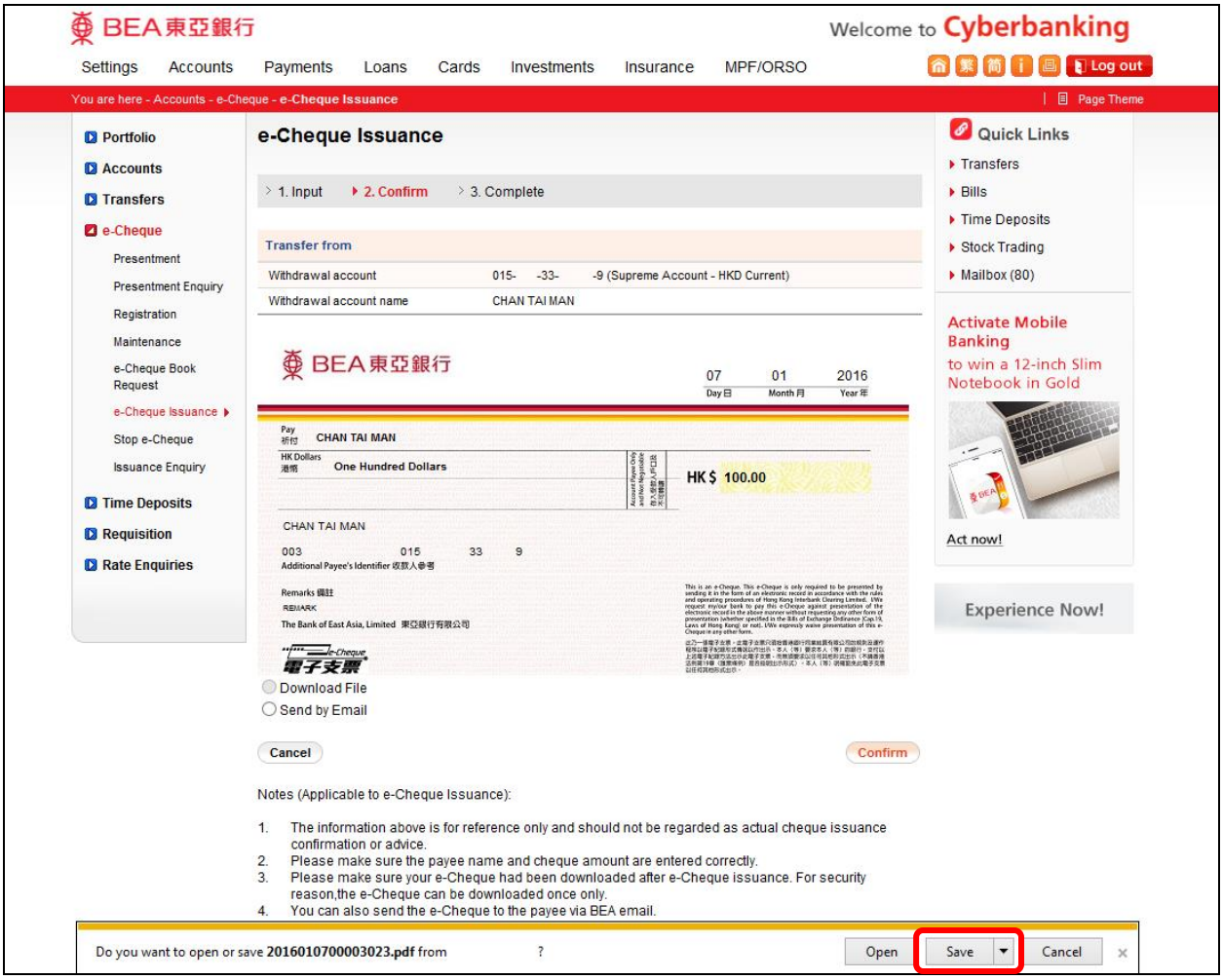
4. An SMS containing your one-time password (“OTP”) and an additional SMS notification will be sent to your activated mobile phone number. Please enter the OTP after verifying the details shown on this page.



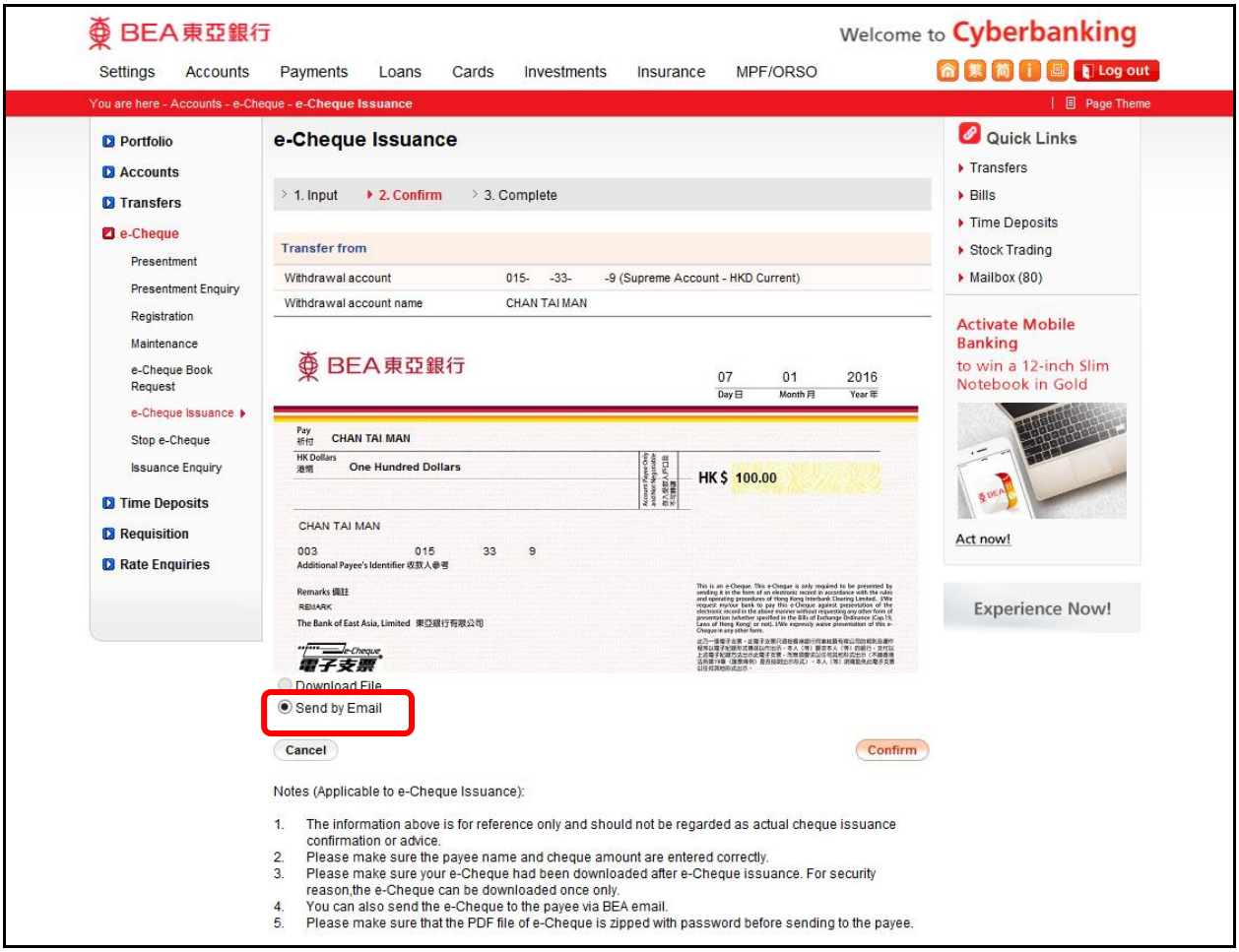
5. Select “Download File” to download the e-Cheque in PDF format.



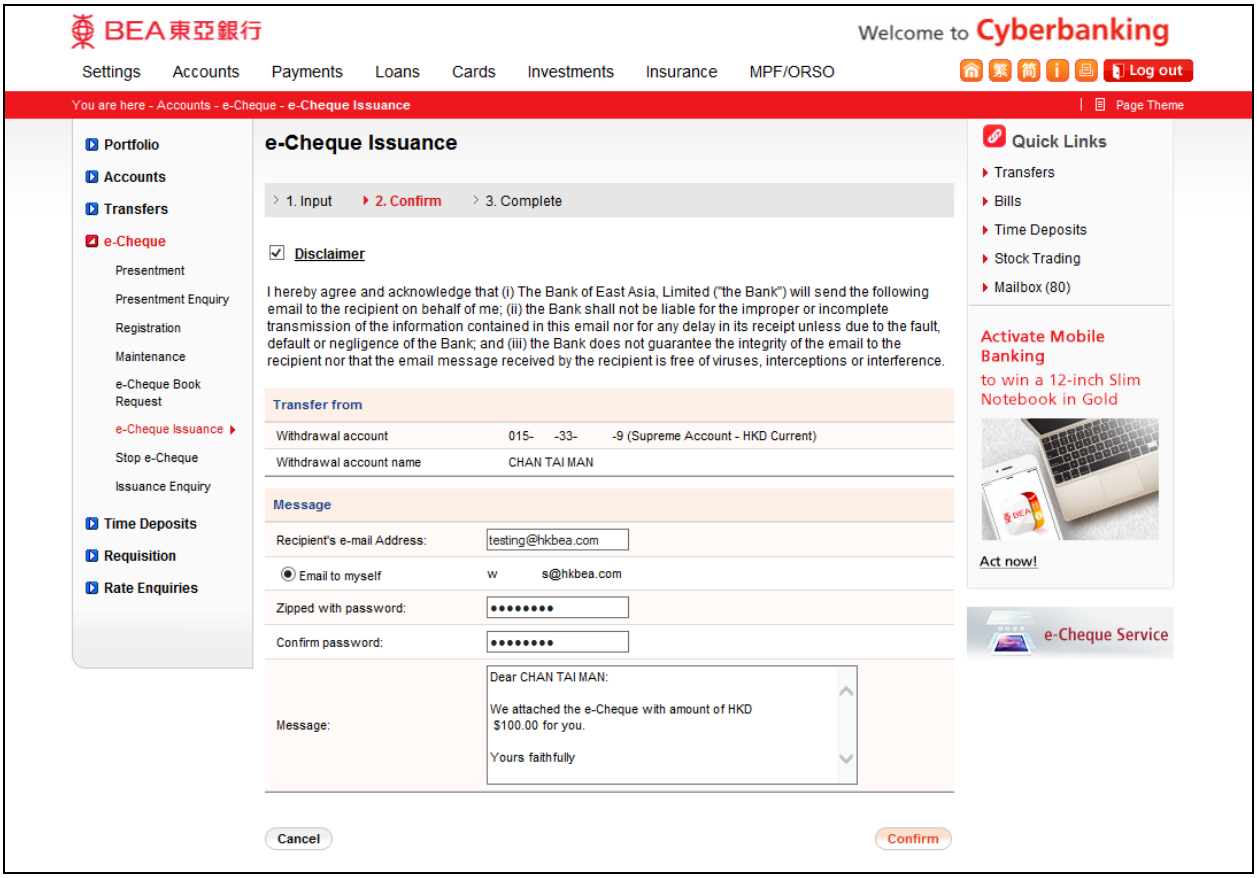
6. Click “Save” to save the e-Cheque PDF file. After downloading the file, you can send it to the payee via a secure email system.



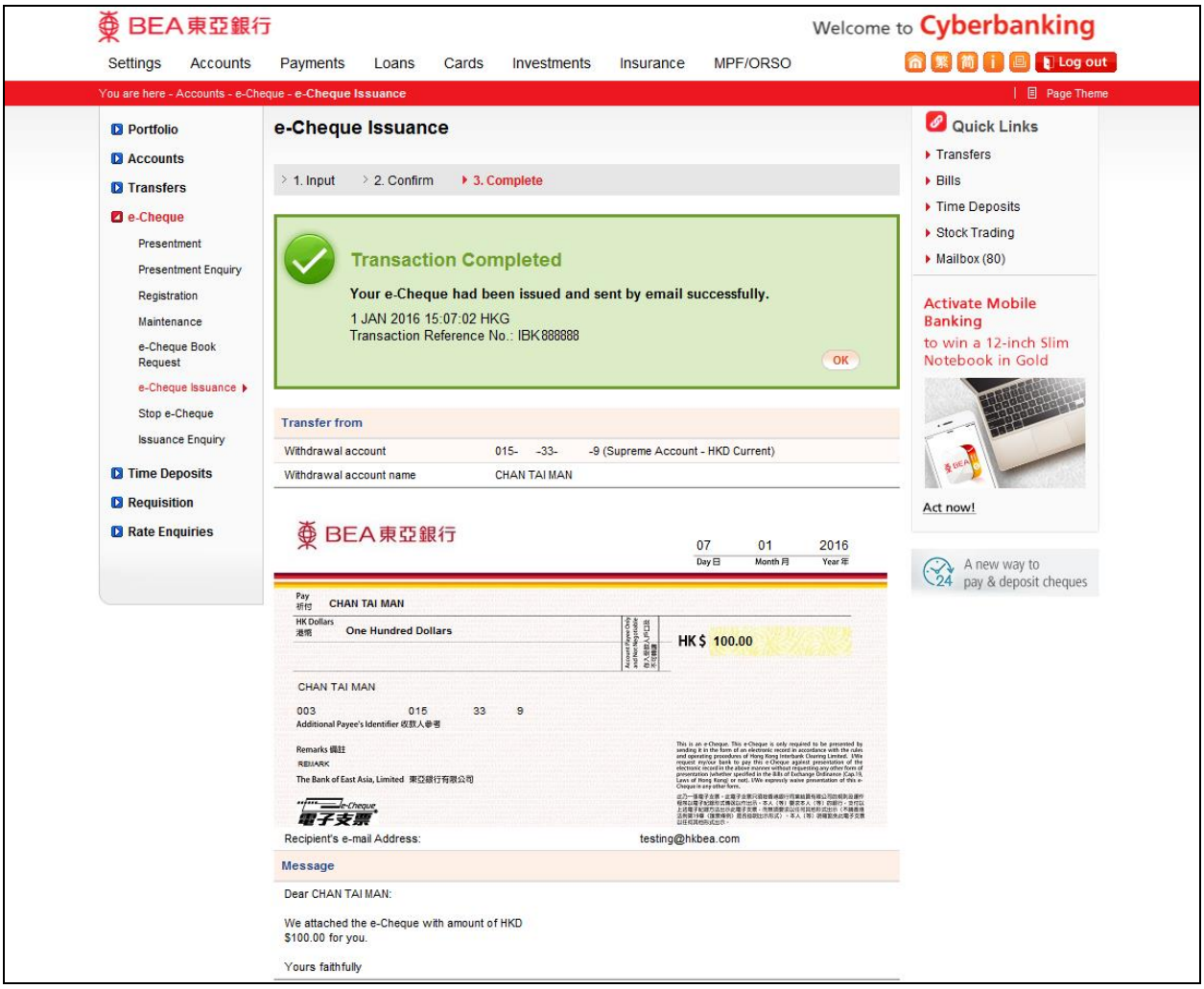
7. Or you can send the e-Cheque to the payee via Cyberbanking directly by selecting “Send by Email”.



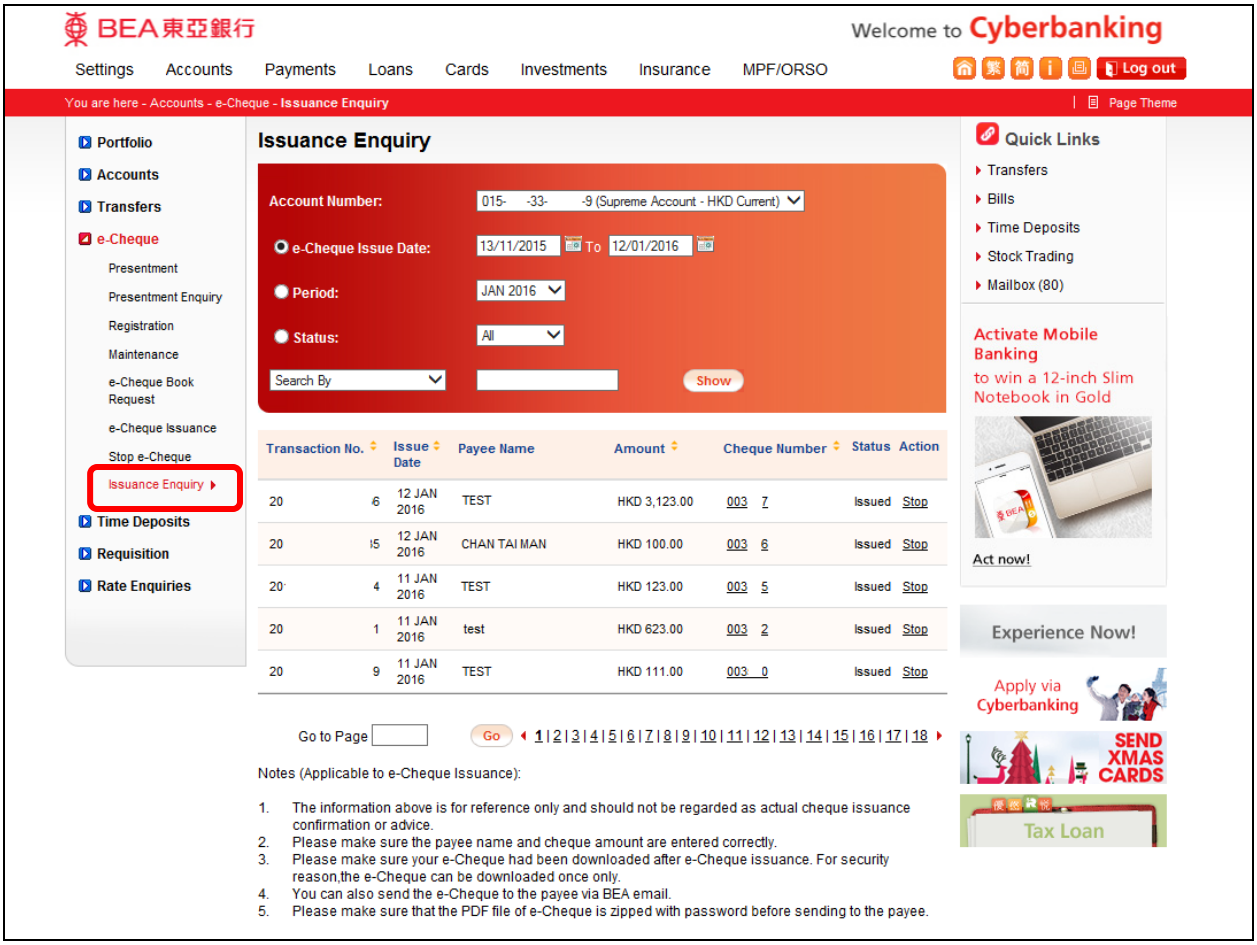
8. Fill in the recipent's email address and set a zip password[2,3] to protect the e-Cheque file. Then, you can edit the message content.



9. Transaction is completed and the e-Cheque will be sent to the payee by email.



10. Click “Issuance Enquiry” from the sub-menu to track the issued e-Cheque.
11. You can track the issued e-Cheque on this page.



Remarks:

1. Cheque date should be within 90 days.
2. Please create a password of at least 6 alphanumeric characters or a maximum of 12 alphanumeric characters.
3. The password can be a combination of numbers (0 - 9) and/or characters (A - Z) and should not contain spaces or special character(s).