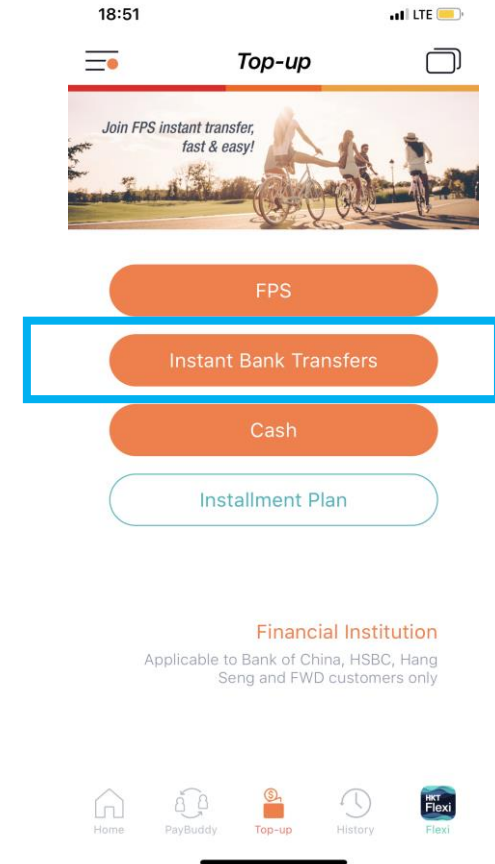
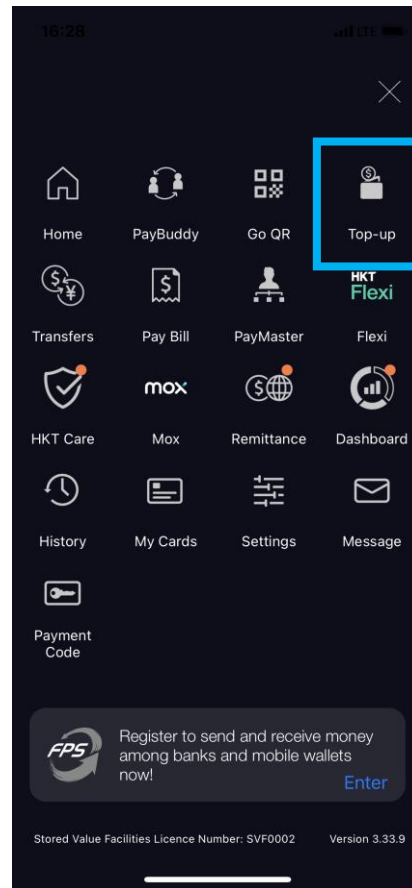
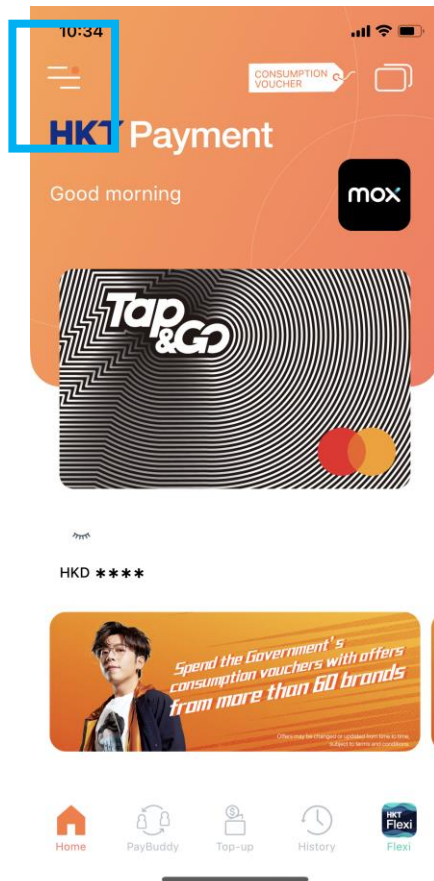


Step 1 – Add BEA Account on Tap & Go*

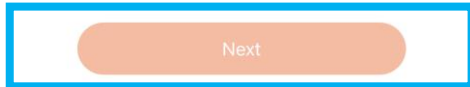
1. Open Tap & Go, click the icon in the upper left corner to open the menu.
2. Click “Top-up”.
3. Click “Instant Bank Transfers”.



* Tap & Go Lite + or Plus (i) or Plus (ii) or Pro account is required to complete the setup of Electronic Direct Debit Authorization (eDDA) service, please click [here](#) for details.

4. After filling in BEA account and personal information, click “Next”.

Enter the **account number** shown on your ATM card (as below).

A screenshot of a mobile app interface titled "Instant Bank Transfers" at 16:29. The form includes fields for Currency (HKD), Bank ((015) THE BANK OF EAST ASIA, LIMITED), Account no. (123123456789), Account holder's name (e.g. Chan Tai Man), and Account holder's ID document no. (HKID e.g. A123456 (0)). A red box highlights the account number field, with a red arrow pointing to the instruction text on the left.

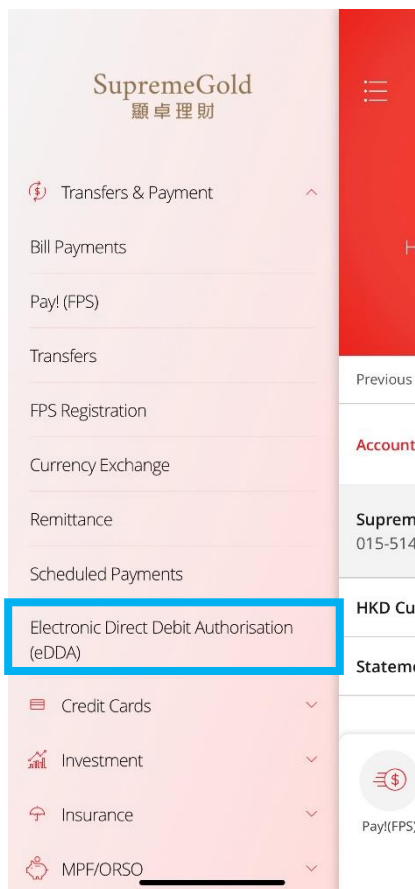
5. Click “Confirm” after checking the information.

A screenshot of the "Instant Bank Transfers" form at 16:30. The form is filled with the same information as the previous step: Currency (HKD), Bank ((015) THE BANK OF EAST ASIA, LIMITED), Account no. (redacted), Account holder's name (redacted), HKID/Passport no. (redacted), and Mobile no. (+852 redacted).

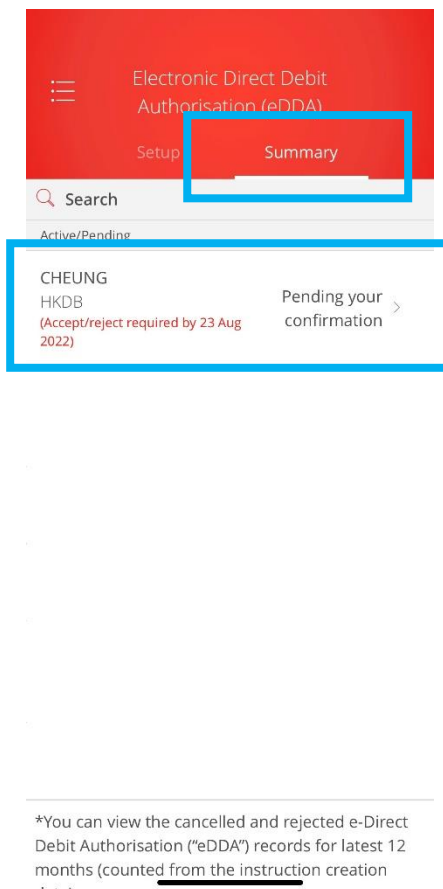
6. Enter the PIN, click “OK” to set up the instruction.

A screenshot of the "Instant Bank Transfers" form at 16:30. The form is filled with the same information as the previous steps. A dialog box titled "Enter 6-digit PIN" is overlaid on the screen, with a text input field and "Forgot PIN" and "OK" buttons. A "Confirm" button is visible at the bottom of the screen.

7. Log in to the BEA App, click “Electronic Direct Debit Authorisation (eDDA)”.



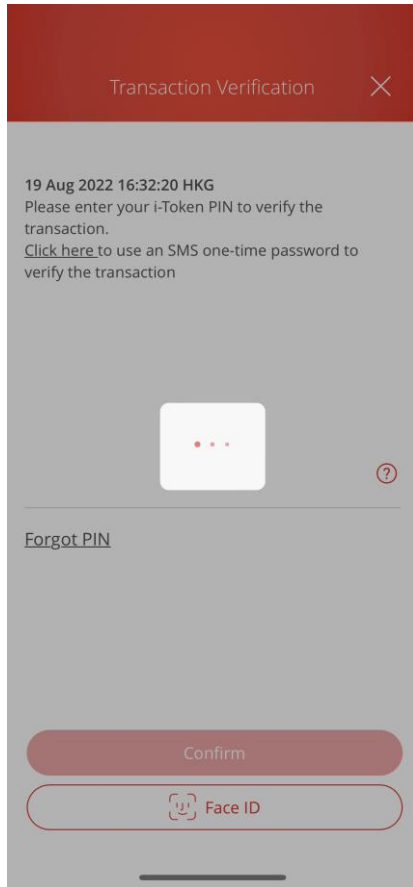
8. Select the pending instruction under Summary page.



9. Click “Accept” > Select payment account > Click “Next” > Click “Confirm” after checking the information.

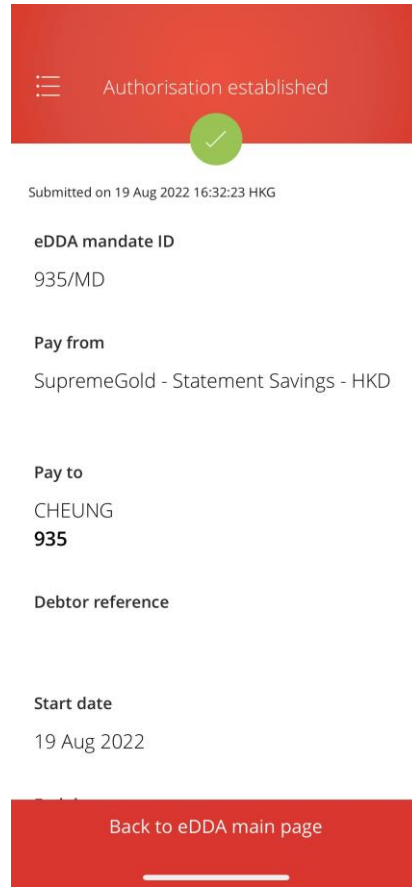


10. Use i-Token for transaction verification.



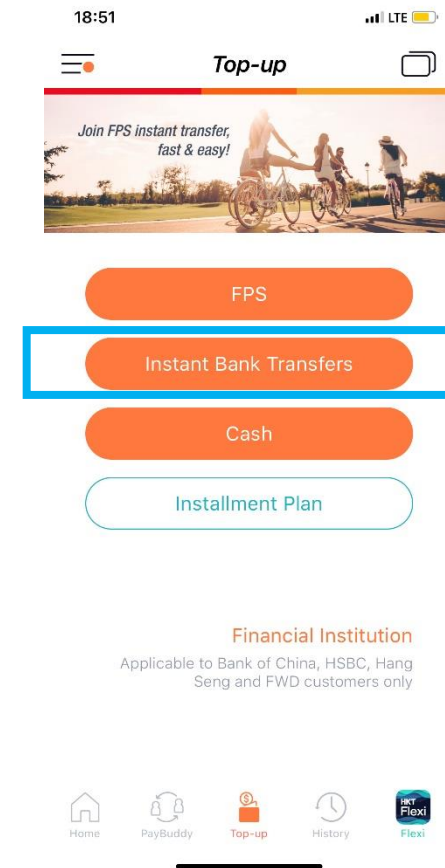
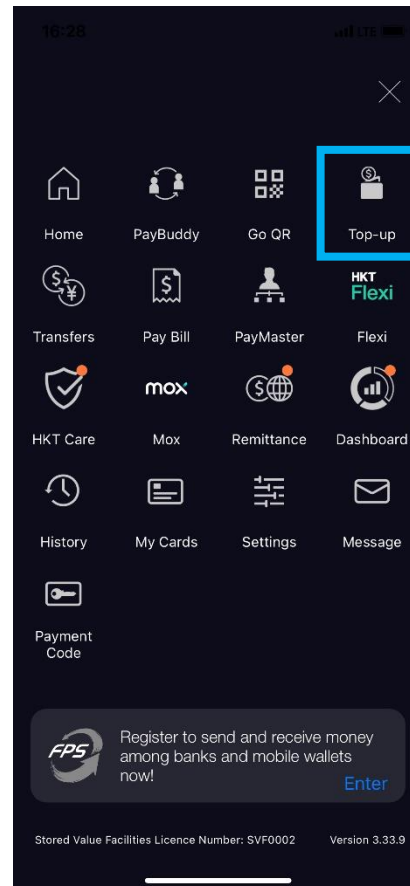
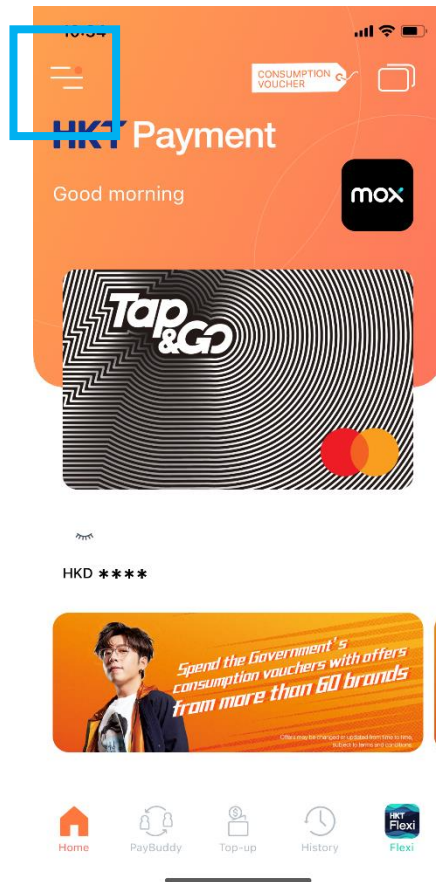
If you have not activated i-token, please click [here](#) for the demo.

11. Set up instruction completed.



Step 2 – Top up with BEA account on Tap & Go

1. Open Tap & Go, click the corner in the upper left corner to open the menu.
2. Click “Top-up”.
3. Click “Instant Bank Transfers”.



4. Enter the amount and click “Next” to complete the top-up process.

The screenshot shows a mobile application interface for "Instant Bank Transfers". At the top, the time is 16:35 and the status bar shows LTE and battery icons. Below the title bar, there is a back arrow, the text "Instant Bank Transfers", and a QR code icon. The "From" section identifies the bank as "The Bank of East Asia, Limited" with a masked account number "*****094". A "Select" dropdown menu is set to "On-demand top-up". The "Amount (HKD)" section features a grid of six circular buttons with values: 3,000, 2,500, 2,000, 1,500, 1,000, and 500. Below this grid is a text input field containing "HKD 500" and the word "or" to its left. A note specifies the "Daily top-up amount: HKD \$500 - \$38,000 (in multiples of HKD \$50)". At the bottom, there is an orange "Next" button and a link labeled "Remove bank account set up". A horizontal line is visible at the very bottom of the screen.