

eBanking User Manuals:

How to Perform Own account transfer (Step By Step Process :)

1. Login to NRB BANK eBANKING



2. Click on the Funds Transfer Menu

3. Under that Click on the Own Account Transfer

4. Input payment to data (* Indicated mandatory field)

Existing Template

Click Existing Template option button to select the existing Payment template for funds transfer, which is already saved previously

Or Make New Payment

Click Make New Payment option button to make a new funds transfer entry.

By default new payment Option is selected.

5. Input User Reference for future reference if you want (non-mandatory field)

Transfer Within NRB Bank

Payment To

Existing Template 
Make New Payment

User Reference: Input your reference number for future reference
From Account*:  Select Debit Account

Beneficiary Details

Beneficiary Account*: 
Beneficiary Branch*:  Select Beneficiary / To account from here, This account will be Credited
Beneficiary Email(Optional):

Payment Details

Transfer Amount*: Enter Transfer Amount
Transfer Currency*:  Select Currency, should select the currency your account is in.
Pay Now Pay Now: for Instant Payment
Pay later  Pay Later: For Future date payment, payment will be done on your selected date
Setup Standing Instruction Set up SI: Form here you can set Up SI of same Payment , For SI You need to fill up the below option

Other Details

Transaction Description: Enter Transaction Narration

6. Select the **From Account** number from the drop-down list, this account will be debited after transaction (Mandatory Field)
7. Select the **To Account** number from the drop-down list, this account will be credited after transaction (Mandatory Field)
8. Input **transfer amount**
9. Type **the narrative**; this will be displayed as your transaction narration

Payment Details

Transfer Amount*:
Transfer Currency*: 
Pay Now Pay Now: for Instant Payment
Pay later  Pay Later: For Future date payment, payment will be done on your selected date
Setup Standing Instruction Set up SI: Form here you can set Up SI of same Payment , For SI You need to fill up the below option

SI Details

SI Execution Frequency*:  Select SI frequency
First Execution Date*:  Select SI Start date
Expiry Date*:  Select SI End date

Other Details

Transaction Description:

10. Select **payment option**
 - a. **pay now**: For Instant payment
 - b. **pay later**: Select a post payment date to pay on future date
 - c. **Setup Standing Instruction**: For SI setup this will provide option for frequency, start date and end date of your SI.

11. Press **Submit Button** for Confirmation of Inputted Data.

Here the other options are:

- a. **View Limit**: check your available limit to perform the transaction

- b. **Save as template:** This transaction format will be saved for later use.
- c. **Save as draft:** Save as draft to perform the transaction later from where you stopped.
- d. **Save and Submit:** This will save the format as draft and make the payment. If you initiate any payments transactions through any existing Draft. The system displays the **Save as Draft** screen.

Payment Details

Transfer Amount*:

Transfer Currency*:

Pay Now

Pay later

Setup Standing Instruction

SI Details

SI Execution Frequency*:

First Execution Date*:

Expiry Date*:

Other Details

Transaction Description:

1
2
3
4
5

View Limits
Save as Template
Save as Draft
Save and Submit
Submit

1. View your limit to perform this transaction.
2. Save the transaction as Template for repetition of the same transaction multiple times
3. Save as draft for later use
4. Save for late use and Submit now for transaction
5. Make the payment now

12. On next screen press **Confirm** to confirm your transaction

Own Account Transfer - Verify

User Reference :

From Account:

Beneficiary Details

To Account:

Payment Details

Transfer Amount:

Pay Now :

Other Details

Transaction Description:

Change
Confirm

13. Press **OK** and your transaction will be done.

✔ Transaction with reference number 416381672071019 is in Successful state.

Own Account Transfer - Confirm

Host Reference Number: 1010OUT141409508

User Reference : Bill

From Account: 1011110000975 101 0000107

Beneficiary Details

To Account: 1014010004100 101 0000641

Payment Details

Transfer Amount: 11.00 BDT

Pay Now :

Other Details

Transaction Description: For Mobile Bill

OK