eBanking User Manuals:

How to Perform Transfer Within NRB Bank (Step By Step Process :)

1. Login to NRB BANK eBANKING

2. Click on the Funds Transfer Menu

3. Under that Click on the Transfer Within NRB Bank

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)

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 search button beside the field [If your beneficiary is not added yet, please go to manage beneficiary screen to add beneficiary], 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

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 options are:
    1. **View Limit:** check your available limit to perform the transaction
    2. **Save as template:** This transaction format will be saved for later use.
    3. **Save as draft:** Save as draft to perform the transaction later from where you stopped.
    4. **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.

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

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