

How to add a new beneficiary

From your dashboard...

1. Go to the 'Beneficiaries' tab in the platform menu.



2. Click the 'Add a beneficiary' button in the top right corner

eneficiarie	S			(Add a beneficiary
Beneficiary list					
Search by beneficiary name	, account number or bank			۹	* …
BENEFICIARY	ACCOUNT NUMBER		BANK	COUNTRY	
Beneficiary name	Account number	EUR	BNP Paribas	France	~
Beneficiary name	Account number	GBP	NatWest	United Kingdom	~
Beneficiary name	Account number	EUR	Axa Bank Europe	France	(7)

iBanFirst Limited is registered in England and Wales under Company No. 6260585, registered address: 6th floor, Dashwood House, 69 Old Broad St, London EC2M 1QS. iBanFirst Limited is authorised by the Financial Conduct Authority for the provision of payment services under the Payment Services Regulations 2017 (Reference number: 504494) and supervised by the Financial Conduct Authority under the Money Laundering Regulations 2017.



3. Complete the 'multi-factor authentication request' in the popup that appears.

9. Fi Fi Fi		×
G Fl	Strong authentication required Enter the 6-digit code generated by your strong authentication app.	
P FI FI		
Г FI Y FI	Cancel Continue	

4. Fill in your beneficiary's 'Account details'.

Account	Bank	Beneficiary	Validation		
	Enter the benefic	iary's account details			
		daly saccount details			
	Enter your beneficiary details. You will beneficiary.	be able to review them before adding the			
	Account holder name				
	Enter account holder name				
	I want to add a different beneficiary name to the account holder.				
	Account currency				
	Select account currency	~	•		
	IBAN / account number				
	Enter account number. It can be an I	BAN or a free format.			
	Cancel				

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5. Fill in your beneficiary's 'BIC/SWIFT code'.

Review bank deta	ils	
Review bank details or provide additiona	al information if required.	
3ank code		
BIC / SWIFT code or routing number		
ntermediary bank		
I want to add an intermediary bank	ζ.	
Previous		
	Review Dank details or provide addition. Bank code BIC / SWIFT code or routing number ntermediary bank I want to add an intermediary bank Previous	Review Dank details or provide additional information if required. Bank code BIC / SWIFT code or routing number ntermediary bank I want to add an intermediary bank

NOTE: if you added an IBAN number in the previous section, this view will auto-populate with the BIC/SWIFT code and bank details. If you added account number only, you'll need to manually fill this field out.

6. Fill out the mandatory fields in the 'Beneficiary details' view.

Account	Bank	Beneficiary	Validation
	Enter the beneficiar	y details	
	Enter the beneficiary details. You will be able beneficiary.	to review them before validating the	
	Beneficiary type		
	Category		
	Select the beneficiary category	~	
	Address (optional)		
	ZIP code (optional)	City (optional) Enter beneficiary city	
	Country		
	United Kingdom Email address(es) for notifications (optional)	Add an email address	
	Enter email address		
	Previous	Continue	

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7. In the final step, review all beneficiary details and confirm by clicking the 'Add beneficiary' button in the bottom right corner of the screen.

Account	Bank	Beneficiary	Validation
	Confirm the beneficiary details one last	eficiary details t time and click on Add beneficiary to conclude.	
	ACCOUNT HOLDER NAME XXXXXXX IBAN / ACCOUNT NUMBER XXXXXXX		
	CURRENCY XXXXXXX BANK CODE XXXXXXX		
	Previous	Add benefici	ary

8. When the beneficiary has been added, it'll show in your list of beneficiaries.

eneficiaries	S				Add a beneficia
Beneficiary list					
Search by beneficiary name,	, account number or bank			Q	*
BENEFICIARY	ACCOUNT NUMBER		BANK	COUNTRY	
Beneficiary name	Account number	EUR	BNP Paribas	France	~
Beneficiary name	Account number	GBP	NatWest	United Kingdom	~
Beneficiary name	Account number	EUR	Axa Bank Europe	France	~
New beneficiary	Account number	GBP	MONZO BANK LIMITED	United Kingdom	~

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