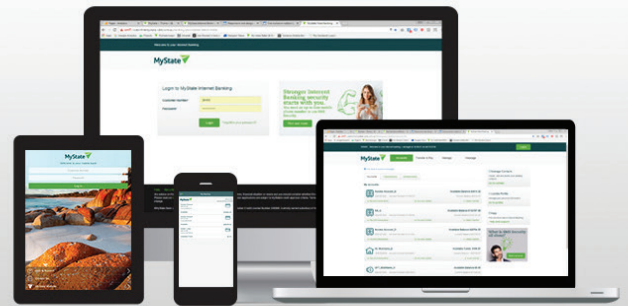


Internet Banking Guide

Many to Sign



MyState Business Internet Banking allows the account owner to authorise delegated users to make transactions

Many to Sign authorisations (Account, Transaction or All)

This function allows you to decide how much authorisation is required on a particular account or transaction, or to set all accounts and transactions to be authorised by a set amount of users. You will need to complete a form through your Business Banking Manager or contact our Service Centre on 138 001.

Confirm Payment

The Confirm payment screen will appear when any type of transaction requiring authorisation is attempted.

This screen will notify you that additional authorisation will be required to complete the transaction before it can be processed (Many to Sign). If an authorisation is unavailable at that time, fund transfers will be visible in the Authorise Transactions panel until users with authorisation log in and authorise the transaction for processing.

If Many to Sign is required the payment will not be processed at this time. It will need to be completed by the authorised person(s) from within the Authorise Transactions panel.

A message can be added to this page to be viewed by the authoriser when they are approving the transaction. This will be sent to the authoriser(s) in their secure messages.

Step 2 of 3: Confirm payment

Please check your details below and confirm if they are correct.

From	Access Account - ██████ - Available: \$8,811.68
To	Everyday Business Account - ██████ - Available: \$0.00
Amount	\$100.00
Description	test
When	Now
Many to Sign authorisation request	The transaction you have initiated requires further authorisation to proceed. To request authorisers to approve the transaction, enter a short message and click "Confirm".
Authorisations obtained	1/2
Authorised by	John Citizen
Pending authorisation	Walter Louis
Authorisation expiry	13/10/2017
Message to authorisers	<input type="text"/>










Each authoriser will receive a secure mail notifying them that authorisation is requested.

Authorise Transactions

Transactions viewed in this tab are those awaiting a Many to Sign authorisation. You can use the action icons on the right to view, approve or decline transactions (again, you must have correct authority and be a delegated user).

Transfers BPAY Scheduled Authorisation Batch

Authorise Transaction

From Account	To Account	Amount	Approved	Expiry Date	Actions
Access Account - [redacted]	Everyday Business Account	\$1000.00	1/2	10/10/2017 06:07:05 PM	  
Access Account - [redacted]	Payroll Feb -	\$37.00	1/2	12/10/2017 12:00:00 AM	  
Access Account - [redacted]	PAYROLL -	\$1654.86	1/2	12/10/2017 12:00:00 AM	  

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