

Internet Banking Payments

Ensuring you have copied the account number of a payee correctly is an essential aspect of internet banking, here is a simple guide to enable this function to be completed accurately every time.

First go to the section of the invoice which states to account number into which payments should be made,

Bank: BNZ
Bank Account Number: 02-0108-0333798-029

Highlight the full account number, click the right mouse button and select "Copy"

Bank: BNZ
Bank Account Number: 02-0108-0333798-029

Next, go your Internet Banking page, and go to the Set Up New Payment Payee, and click on "New Bill Payment Payee".

Open and Apply

- + Transaction & Savings
- + Credit Cards
- + Loans & Mortgages
- + Investments
- + Insurance

Set up your own Bill Payment Payees:

To make future dated payments to a person or company you'll need to set them up as a Payee.

New Bill Payment Payee

View / Edit / Delete

Click the left mouse button in the far-left hand account number box"

Payee Name *

Payee Account Number *

Select all

Paste

the full account number here. (2)

The account number will be correctly copied direct into your banking page"

Payee Name *

Payee Account Number *