

USER GUIDE

TO PERFORM SINGLE & BULK PAYMENT

AFFINMAX



HOW TO PERFORM PAYMENT IN AFFINMAX – TYPES OF PAYMENT

AFFINMAX

SINGLE PAYMENT	ASPECTS	FILE UPLOAD (BULK PAYMENT)
a) Open data entry screen b) Existing predefined Templates	**Payment Initiated Through**	a) File Upload of Defined Payment File b) Available Format are .csv and .txt
1. Own Fund Transfer (OFT) 2. 3 rd Party Fund Transfer 3. Interbank GIRO (IBG) 4. Instant Transfer (IBFT)/ RPP 5. Real-time Electronic Transfer of Funds & Securities System (RENTAS) 6. Foreign Telegraphic Transfer (FTT) 7. FPX Payment 8. Bill Payment 9. JomPAY Bill Payment	**Transaction Category**	1. Salary Payment (AutoPAY) 2. Bulk Supplier Payment (Corporate IBG) 3. Bulk Foreign Telegraphic Transfer (Bulk FTT) 4. SOCSO/ EIS 5. EPF 6. LHDN 7. Bulk JomPAY

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HOW TO PERFORM SINGLE PAYMENT – GENERAL STEP

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Step 1 : Upon Login as Corporate Maker, go to “CASH” Tab and select “Payment”

Step 2 : Click on the “Please select Product” dropdown list to select a payment product. Customer need to fill in “Transaction Details” based on the product selected. There is 9 type of product available as in previous slides

The screenshot shows the AFFINMAX web application interface. At the top, there is a navigation bar with the AFFINMAX logo and a user profile section. The 'CASH' tab is highlighted in the navigation bar. Below the navigation bar, the 'Payment - Add' section is visible. A red box with the number '2' highlights the 'Please select Product' dropdown menu. The 'TRANSACTION DETAILS' section contains various input fields for transaction information.

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HOW TO PERFORM SINGLE PAYMENT – GENERAL STEP

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The screenshot displays the AFFINMAX web interface. The top navigation bar includes 'Tasklist', 'Portfolio', 'Cash', 'Services', 'Administration', 'Reporting', and 'FSC'. The main content area is titled 'Payment - Add' and contains a 'SELECT A PRODUCT' dropdown, a 'TRANSACTION DETAILS' section, and a 'Payment Mode' dropdown. The 'Debit From Account No./Currency' field is highlighted with a red box and a red circle labeled '3'. The 'Balance Inquiry' button is highlighted with a red circle labeled '4'. The 'Value Date' field is highlighted with a red circle labeled '5', and a calendar widget is shown below it. To the right, an 'ACCOUNT BALANCE' table is displayed.

Account Number	Account Currency	Ledger Balance	Available Balance
100020421446 JAMBU RIDHWAN SDN BHD	MYR	MYR 9,258,807.19	MYR 9,258,807.19

Step 3 : Select the "Debit From Account No/Currency"

Step 4 : Click [Balance Inquiry] Button to view the real time account balance of selected Debit Account Number

Step 5 : Select value date for immediate and future dated transaction

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Step 6 ; **Beneficiary can be selected whether Own Fund Transfer to Transfer to Own Account or 3rd Party Fund Transfer to Transfer to others account**

The screenshot shows a web form titled "BENEFICIARY DETAILS". It contains several sections: a radio button for "Own Fund Transfer" (circled 6) with a "Credit Own Account No. *" dropdown; a radio button for "3rd Party Fund Transfer" (circled 7); a radio button for "Predefined Beneficiary" and "Open Beneficiary"; a "Resident *" section with "Yes" (circled 8) and "No" radio buttons; and a "Next" button (circled 9). A red asterisk note at the bottom reads: "** Please verify all account and transaction details before you submit to the bank. **".

Step 7 : **Customer can chose to transfer to Favorites Beneficiary (Predefined Beneficiary) or Open Beneficiary**

Step 8 : **Resident Information of the Beneficiary is compulsory**

Step 9 : **Click [Next] Button to navigate to next entry page**

HOW TO PERFORM SINGLE PAYMENT – GENERAL STEP

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Step 10 : Recurring allows user to create Standing Instructions on payment. It is applicable for Normal Payment, Bill Payment, FTT, and FPX Payment and can be performed through Data Entry only

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RECURRING

Recurring

Start Date

End Date

Frequency Please Select

- 1) Ticked the 'Recurring'.
- 2) Click '📅' to select the Start Date.
- 3) Click '📅' to select the End Date.
- 4) Select the Frequency from the dropdown list. (Weekly or monthly)
- 5) These field are available for frequency = Month.
- 6) These field are available for frequency = Weekly.

Customer Ref No. Payer Ref No. * IBG02

Debit Description * IBG02

RECURRING

Recurring

Start Date 28-08-2019

End Date 31-12-2019

Frequency Please Select

For Months

Run on this day in a month

Every 29 of the months indicated

Last day of the month(s) indicated

BENEFICIARY DETAILS

Frequency Please Select

Run on these day(s) in a week

Weekly

HOW TO PERFORM SINGLE PAYMENT – OWN FUND TRANSFER

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Step 1-5 for Own Fund Transfer is similar to step 1-5 of General Step. Please follow the same guide.

BENEFICIARY DETAILS

Own Fund Transfer

Credit Own Account No. *

100020421514(MYR)HAZIMAH JURAGAN SDN BHD

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Resident *

Yes No

Next

** Please verify all account and transaction details before you submit to the bank. **

Step 6 : **Select "Credit Own Account No"**

Step 7 : **"Resident" indicator will be reflected based on Credit Own Account No. selected**

Step 8 : **Click [Next] Button to navigate to next entry page**

HOW TO PERFORM SINGLE PAYMENT – OWN FUND TRANSFER

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Step 9 : Fill in additional beneficiary details

Step 10 : Click "Back" Hyperlink, to navigate back to the previous entry page

Step 11 : Click [Save] Button to save the record in Maker Task List

Step 12 : Click [Preview] Button to Preview the transaction

The screenshot shows the 'BENEFICIARY DETAILS' form. At the top, it says 'Own Fund Transfer'. Below that, there is a field for 'Credit Own Account No.' with a dropdown menu showing '100020421514(MYR)HAZIMAH JURAGAN SDN BHD'. To the right, there is a 'Resident' section with radio buttons for 'Yes' (selected) and 'No'. Below this is a section titled 'Additional Beneficiary Details' which is divided into two columns: 'Recipient Reference' and 'Payment Details'. The 'Recipient Reference' column has two input fields, one containing 'Lazada'. The 'Payment Details' column has two empty input fields. A red circle with the number '9' is overlaid on the right side of the form. At the bottom of the form, there is a red warning message: '** Please verify all account and transaction details before you submit to the bank. **'. Below the form are three buttons: 'Back', 'Save', and 'Preview'. Three red circles with numbers '10', '11', and '12' are overlaid on the bottom of the form, corresponding to the steps described in the text.

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Step 13 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 14 : Click [Submit] Button to submit the transaction

Step 15 : Click [Save as Template] Button to save the record as a template

Payment - Preview

TRANSACTION DETAILS	
Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode Own Fund Transfer	Transaction Amount In Transaction Currency 120.00
Destination Country MY - MALAYSIA	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)
Customer Ref No. -	Payer Ref No. 123456789
Debit Description OFT123	

BENEFICIARY DETAILS	
Credit Own Account No. 100020421514(MYR)HAZIMAH JURAGAN SDN BHD	Resident Yes

Additional Beneficiary Details	
Recipient Reference Lazada	Payment Details -
Credit Description / Other Payment Details -	

13 14 15

< Back Submit Save as Template

HOW TO PERFORM SINGLE PAYMENT – OWN FUND TRANSFER

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Step 16 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 17 : AFFIN MAX will generate unique reference no. for each transaction. The reference number is used to track transaction(s) performed

Step 18 : Click [OK] Button to navigate back to a new data entry page.

The screenshot shows the AFFINMAX web interface. At the top, there's a navigation bar with tabs like 'Tasklist', 'Portfolio', 'Cash', 'Services', 'Administration', 'Reporting', and 'FSC'. Below the navigation, the main content area is titled 'Payment Acknowledgement'. A green banner at the top of the content area says 'COMPLETED Task submitted' with a red circle '16' next to it. Below this is a 'TRANSACTION DETAILS' section with the following information:

Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode Own Fund Transfer	Transaction Amount 120.00
Destination Country MY - MALAYSIA	In Transaction Currency MYR
Date and Time 22 Aug 2019 09:23:55 MY (UTC+08:00)	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)

Below the transaction details, there's a red box around the 'Reference No.' field containing 'IA190822018561' with a red circle '17' next to it. Below that is the 'BENEFICIARY DETAILS' section:

Credit To Account No. 100020421514 (MYR) HAZIMAH JURAGAN SDN BHD	Resident Yes
---	-----------------

At the bottom right of the page, there's a blue 'OK' button with a red circle '18' next to it.

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HOW TO PERFORM SINGLE PAYMENT – 3rd PARTY FUND

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Step 1-5 for 3rd Party Fund Transfer is similar to step 1-5 of General Step. Please follow the same guide.

Step 6 : Customer had an ability to choose whether to transfer to Favorites Beneficiary or Open Beneficiary. For Open Beneficiary, key-in Beneficiary Account number and name manually

Step 7 : Answer Residency status of the beneficiary

Step 8 : Click [Next] Button to navigate to next entry page

HOW TO PERFORM SINGLE PAYMENT – 3rd PARTY FUND

AFFINMAX

Step 9 : "Debit From Account No/Currency", "Payment Mode" and "Destination Country" field can be amended under Transaction Details

Step 10 : Fill in additional beneficiary details

Step 11 : Payment advice allows user to send structured and unstructured payment summary to beneficiary

9 TRANSACTION DETAILS

RECURRING

BENEFICIARY DETAILS

Own Fund Transfer

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Resident* Yes No

Beneficiary Account No.*
100023621236

Beneficiary Name*
Hannah Mariah

Additional Beneficiary Details

Recipient Reference*

Orbit Day

Credit Description / Other Payment Details

ID Checking Required* Yes No

ID Type*
How IC Number

ID No.*
88020902322

Beneficiary Address
No 157, Menara Gurnee

Reference

Country
MY - MALAYSIA

State/Province
12 - SELANGOR

Zip/Postal Code
47822

Prefecture
0911 - PUSAT

City/District
10 - Ampang Subang

10

Payment Advice*
 No Advice
 Structured Advice
 Unstructured Advice

11

Payment Advice

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HOW TO PERFORM SINGLE PAYMENT – 3rd PARTY FUND

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NAVIGATION

* Structured Payment Advice

The screenshot shows the 'Add Payment Advice' form for structured payment. It includes fields for 'Payment Advice Amount' (567.99), 'Amount Sign' (+), 'Email' (nurhanisah@affinbank.com.my), 'Fax No.', 'SMS' (601128893200), and 'Advice Detail' (Bayaran bulan 8). There are also 'Reference Field' sections for fields 1 through 6, each containing the text 'Test'. A 'Merge Advice' checkbox is present, and an 'Add' button is at the bottom.

* Unstructured Payment Advice

The screenshot shows the 'Add Payment Advice' form for unstructured payment. It includes fields for 'Payment Advice Amount' (567.99), 'Amount Sign' (+), 'Email' (nurhanisah@affinbank.com.my), 'Fax No.', 'SMS' (601128893200), and 'Advice Detail' (Testing123). There is a 'Merge Advice' checkbox and an 'Add' button at the bottom.

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HOW TO PERFORM SINGLE PAYMENT – 3rd PARTY FUND

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Step 12 : **Select Remitter and Beneficiary Relationship**

Step 13 : **Click "Back" Hyperlink, to navigate back to the previous entry page**

Step 14 : **Click [Save] Button to save the record in Maker Task List.**

Step 15 : **Click [Preview] Button to Preview the transaction**

OTHER DETAILS

Applicant Business Registration Number
675412985A

Applicant Address
No 578, Menara Hap Seng
Jalan Raja Chulan

Country: MY - MALAYSIA | State/Province: 12 - SELANGOR
Prefecture: SED01 - Ampang | City/District: CD004 - Bukit Antarabangsa
Zip/Postal Code: 57822

Remitter and Beneficiary Relationship *
 Remitter is related with beneficiary
 Remitter is not related with beneficiary

12

**** Please verify all account and transaction details before you submit to the bank. ****

[Back](#) [Save](#) [Preview](#)

13 **14** **15**

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Step 16 : Tick the FEA (Foreign Exchange Administration Rules) checkbox. Click the "Foreign Exchange Administration Rules" Hyperlink to read the FEA rules

Step 17 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 18 : Click [Submit] Button to submit the transaction

Step 19 : Click [Save as Template] Button to save the record as a template for further transaction

Step 20 : Click [Save as Beneficiary] Button to save Beneficiary information into Beneficiary Maintenance. Beneficiary Maintenance allows customer to register new beneficiaries or inquire, modify and delete existing beneficiaries

Payment - Preview

TRANSACTION DETAILS

Detail From Account No.
100020421446 (MYR) JAMBU RIDHWAN SDN BHD

Transaction Currency
MYR

Payment Mode
3rd Party Fund Transfer

Transaction Amount
In Transaction Currency
321.00

Destination Country
MY - MALAYSIA

Value Date (dd-mm-yyyy)
22 Aug 2019 MY (UTC+08:00)

Customer Ref No.
-

Payer Ref No.
123456789

Detail Description
3rd Party Transfer

BENEFICIARY DETAILS

PAYMENT ADVICE

OTHER DETAILS

Applicant Business Registration Number
675412985A

Remitter and Beneficiary Relationship
Remitter is related with beneficiary

Applicant's Address
No 578, Menara Hap Seng,
Jalan Raja Chulan

Country
MALAYSIA

State/Province
SELANGOR

Prefecture
Ampang

City/District
Bukit Antarabangsa

Zip/Postal Code
57833

I hereby agree to Bank Negara Malaysia's (BNM) Foreign Exchange Administration Rules

16

17 Back

18 Submit

19 Save as Template

20 Save as Beneficiary

HOW TO PERFORM SINGLE PAYMENT – INTERBANK GIRO

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Step 1-5 for Interbank GIRO (IBG) is similar to step 1-5 of General Step. Please follow the same guide.

Step 6 : Choose whether to transfer to Favorites Beneficiary or Open Beneficiary

Step 7 : For "Open Beneficiary", click the "search icon" beside the "Beneficiary Bank" to search for "Bank Name" and "Bank Address"

BENEFICIARY DETAILS

Own Fund Transfer

Credit Own Account No.

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Beneficiary Account No. *

Beneficiary Name *

Beneficiary Bank *

Bank Address

Resident *
 Yes No

6 **7**

** Please verify all account and transaction details before you submit to the bank. **

Next

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The screenshot shows the 'BENEFICIARY DETAILS' screen with the 'Predefined Beneficiary' and 'Open Beneficiary' options. A red box highlights the 'Open Beneficiary' option. A red circle '8' is placed over the 'INTERBANK CODE LISTING' modal window, which has a search bar and a 'Search' button. A red circle '9' is placed over the search bar in the 'INTERBANK CODE LISTING' window. A red circle '10' is placed over the 'Interbank Code' column header in the table. A red circle '11' is placed over the 'Next' button at the bottom right of the table.

Interbank Code	Bank Name
ABNMMYXL	THE ROYAL BANK OF SCOTLAND BERHAD
AFBOMYXL	MBSB BANK BERHAD
AFFIN7899Z	BANK OF AFFINMAX2
AGOBMYXL	AGROBANK
AIBBMYXL	AFFIN ISLAMIC BANK BHD
AISLMYXL	AMISLAMIC BANK BHD
ALSRMYXL	ALLIANCE ISLAMIC BANK BHD
ARBKMYXL	AMBANK BHD
B22009B	BANK OF EDGE
BIMB	BANK ISLAM MALAYSIA BERHAD

Step 8 : The "Interbank code listing" screen will be prompted out in a light box. Click [search] Button to search the interbank code listing

Step 9 : The "Interbank code listing" result will displayed after "search" action is performed

Step 10 : Click "Interbank Code" Hyperlink to input the "Bank Name" and "Bank Address"

Step 11 : Click [Next] Button navigate to next entry page

HOW TO PERFORM SINGLE PAYMENT – INTERBANK GIRO

AFFINMAX

12 TRANSACTION DETAILS

13 Additional Beneficiary Details

14 Payment Advice

- No Advice
- Structured Advice
- Unstructured Advice

Step 12 : "Debit From Account No/Currency", "Payment Mode" and "Destination Country" field can be amended through Transaction Details

Step 13 : Fill in additional beneficiary details

Step 14 : Please choose required payment advice as a notification to be sent to beneficiary

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HOW TO PERFORM SINGLE PAYMENT – INTERBANK GIRO

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NAVIGATION

Step 15 : Click "Back" Hyperlink, to navigate back to the previous entry page

Step 16 : Click [Save] Button to save the record in Maker Task List

Step 17 : Click [Preview] Button to Preview the transaction

OTHER DETAILS

Applicant Business Registration Number 675412985A	Charges Borne By (if any) * <input checked="" type="radio"/> OUR
Applicant Address No 234, Menara Glomac Kelana Jaya	Remitter and Beneficiary Relationship * <input type="radio"/> Remitter is related with beneficiary <input checked="" type="radio"/> Remitter is not related with beneficiary
Country MY - MALAYSIA	State/Province 12 - SELANGOR
Prefecture S011 - PS011	City/District 10 - Ampang Subang
Zip/Postal Code 76544	

** Please verify all account and transaction details before you submit to the bank. **



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HOW TO PERFORM SINGLE PAYMENT – INTERBANK GIRO

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Step 18 : Tick the FEA (Foreign Exchange Administration Rules) checkbox. Click the "Foreign Exchange Administration Rules" Hyperlink to read the FEA rules

Step 19 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 20 : Click [Submit] Button to submit the transaction

Step 21 : Click [Save as Template] Button to save the record as a template

Step 22 : Click [Save as Beneficiary] Button to save Beneficiary information into Beneficiary Maintenance

TRANSACTION DETAILS

Debit From Account No. 100020421446 (MYR): JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode IBG	Transaction Amount 5,700.00
Debit Description IBG Test	Debit Date (UTC+08:00) 22 Aug 2019 MY (UTC+08:00)

BENEFICIARY DETAILS

Applicant Business Registration Number 675412985A	Charges Name (By/Of) ang OUR
Applicant Address No 234, Menara Glomac Kelana Jaya	Remitter is not related with beneficiary
Country MALAYSIA	State/Province SELANGOR
Postcode PS011	City/Township Ampang Subang
Zip/Postal Code 76544	

I hereby agree to Bank Negara Malaysia's (BNM) System Exchange Administration Rules

[Back](#) [Submit](#) [Save as Template](#) [Save as Beneficiary](#)

NAVIGATION

- [How To Perform Single Payment](#)
- [How To Perform Single Payment \(General Step\)](#)
- [Single Payment : Own Fund Transfer](#)
- [Single Payment : 3rd Party Fund Transfer](#)
- [Single Payment : Interbank GIRO \(IBG\)](#)
- [Single Payment : RENTAS](#)
- [Single Payment : Foreign Telegraphic Transfer \(FTT\)](#)
- [Single Payment – Instant Transfer](#)
- [Single Payment – FPX](#)
- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – INTERBANK GIRO

AFFINMAX

Step 23 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 24 : AFFIN MAX will generate unique reference no. for each transaction. The reference number is used to track transaction(s) performed

Step 25 : Click [OK] Button to navigate back to a new data entry page

AFFINMAX Welcome Mr. Ramzan bin Nik Zaim (ADMIN)
TEGUH MEGAH HIC (DING) (M)
Last Login Date: 4 July 2020 14:21:09 MY (UTC+08:00)

Tasklist Portfolio Cash Services Administration Reporting FSC

Cash > Payment

~~Payment~~ Acknowledgement

COMPLETED
Task submitted

23

TRANSACTION DETAILS

Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode IBG	Transaction Amount In Transaction Currency 5,700.00
Destination Country MY - MALAYSIA	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)
Date and Time 22 Aug 2019 10:44:34 MY (UTC+08:00)	

Reference No.
JG190822018583

24

Customer Ref No.
123456789

Debit Description
IBG Test

BENEFICIARY DETAILS

PAYMENT ADVICE

OTHER DETAILS

OK

NAVIGATION

- [How To Perform Single Payment](#)
- [How To Perform Single Payment \(General Step\)](#)
- [Single Payment : Own Fund Transfer](#)
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- [Single Payment : Interbank GIRO \(IBG\)](#)
- [Single Payment : RENTAS](#)
- [Single Payment : Foreign Telegraphic Transfer \(FTT\)](#)
- [Single Payment – Instant Transfer](#)
- [Single Payment – FPX](#)
- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX

Step 1-5 for RENTAS is similar to step 1-5 of General Step. Please follow the same guide.

Step 6 : **Choose whether to transfer to Favorites Beneficiary or Open Beneficiary**

Step 7 : **For "Open Beneficiary", click the "search icon" beside the "Beneficiary Bank" to search for "Bank Name" and "Bank Address"**

BENEFICIARY DETAILS

Own Fund Transfer

Credit Own Account No.

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Beneficiary Account No. *

200020421446

Beneficiary Name *

Khairul Idzham

Resident *

Yes No

Beneficiary Bank *

Bank Address

Next

** Please verify all account and transaction details before you submit to the bank. **

NAVIGATION

- [How To Perform Single Payment](#)
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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX

BENEFICIARY DETAILS

Own Fund Transfer

Credit Own Account No.

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Resident * Yes No

INTERBANK CODE LISTING

Bank Name

INTERBANK CODE LISTING

Bank Name

Interbank Code Listing

Interbank Code	Bank Name
ABNAMMYKL	THE ROYAL BANK OF SCOTLAND BERHAD
AFBOMYKL	MBSB BANK BERHAD
AFFIN78987	BANK OF AFFINMAX22
AGOBMYKL	AGROBANK
AIRBMYKL	AFFIN ISLAMIC BANK BHD
AISLMYKL	AMISLAMIC BANK BHD
ALISMYKL	ALLIANCE ISLAMIC BANK BHD
ARBKMYKL	AMBANK BHD
B220098	BANK OF EDGE
BIMB	BANK ISLAM MALAYSIA BERHAD

1 of 5

Step 10 : Click "Interbank Code" Hyperlink to input the "Bank Name" and "Bank Address"

Step 11 : Click [Next] Button navigate to next entry page

NAVIGATION

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- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

Step 8 : The "Interbank code listing" screen will be prompted out in a light box. Click [search] Button to search the interbank code listing

Step 9 : The "Interbank code listing" result will displayed after "search" action is performed

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX



Additional Beneficiary Details

Recipient Reference *

Testing

Credit Description / Other Payment Details

ID Checking Required *

Yes No

ID Type *

New IC Number

ID No. *

820405064987

Beneficiary Address

Country

Please Select

State/Province

Prefecture

Zip/Postal Code

City/District

Payment Advice *

No Advice

Structured Advice

Unstructured Advice

Step 16 : Fill in the Joint Beneficiary details if any

Step 17 : If "ID checking required" selection is "Yes", select the "ID Type" in the dropdown list. There is four ID type available in the dropdown list

Joint Beneficiary Details

Joint Name

Haziq Saharuddin

ID Type *

New IC Number

ID No. *

850601105322

ID Checking Required *

Yes No

ID Type *

Please Select

New IC Number

Old IC Number

Business Registration Number

Police/Army ID/Passport No

Step 12 : "Debit From Account No/Currency", "Payment Mode" and "Destination Country" field can be amended through Transaction Details

Step 13 : Fill in additional beneficiary details

Step 14 : If "ID checking required" selection is "Yes", user need to select the "ID Type" in the dropdown list. There is four ID type available in the dropdown list

Step 15 : Please select Payment Advice for beneficiary notification

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- [Single Payment : Interbank GIRO \(IBG\)](#)
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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX

NAVIGATION

Applicant Business Registration Number
675412985A

Applicant Address
No 123, Menara Glomac
Kelantanaya

Remitter and Beneficiary Relationship *

Remitter is related with beneficiary
 Remitter is not related with beneficiary

Purpose Of Transfer *

Please Select

Please Select

- 00000 - LegaFood and Live Animals
- 00999 - TEST1
- 01000 - Beverages and tobacco
- 02000 - Crude materials, negotiable except fuels
- 03000 - Minerals, Fuel and Lubricants
- 04000 - Animal and vegetable oils and Fats
- 05000 - LChemicals and related products not classified elsewhere
- 06000 - Manufactured Goods
- 07000 - Machinery and Transport Equipment
- 08000 - Miscellaneous Manufactured Articles
- 09000 - Commodities Transactions, not classified elsewhere
- 09001 - Goods
- 10000 - Services
- 11000 - Transport
- 11100 - Freight on goods
- 11110 - Freight by air
- 11120 - Freight by sea
- 11130 - Freight on goods - other modes
- 11200 - Passenger fares
- 11210 - Passenger fare by air

< Back Save Preview

18

19 20 21

Step 18 : Select
"Purpose of Transfer"

Step 19 : Click
"Back" Hyperlink to
navigate back to the
previous entry page

Step 20 : Click [Save]
Button is to save the
record in **Maker Task List**

Step 21 : Click
[Preview] **Button** to
Preview the
transaction

- [How To Perform Single Payment](#)
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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX

Step 22 : Tick the FEA (Foreign Exchange Administration Rules) checkbox. Click the "Foreign Exchange Administration Rules" Hyperlink to read the FEA rules

Step 23 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 24 : Click [Submit] Button to submit the transaction

Step 25 : Click [Save as Template] Button to save the record as a template

Step 26 : Click [Save as Beneficiary] Button to save Beneficiary information into Beneficiary Maintenance

Payment - Preview

TRANSACTION DETAILS	
Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode RENTAS	Transaction Amount In Transaction Currency 17,200.00
Destination Country MY - MALAYSIA	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)
Customer Ref No. -	Payment Ref No. 123456789
Debit Description RENTAS Transfer	

BENEFICIARY DETAILS	
PAYMENT ADVISE	
OTHER DETAILS	
Applicant Business Registration Number 675412985A	Remitter and Beneficiary Relationship Remitter is not related with beneficiary
Applicant Address No 123, Menara Glomac Kelana Jaya -	Purpose Of Transfer 07000 - Machinery and Transport Equipment
Country MALAYSIA	State/Province SELANGOR
Prefecture PS011	City/District Ampang Subang
Zip/Postal Code 64900	

I hereby agree to Bank Negara Malaysia's (BNM) [Exchange Administration Rules](#)

< Back Submit Save as Template Save as Beneficiary

23 24 25 26

NAVIGATION

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – RENTAS

AFFINMAX

Step 27 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 28 : AFFINMAX will generate unique reference no for each transaction. User can use this reference number to track their transaction

Step 29 : AFFINMAX will navigate back to a new data entry page upon clicking on [OK] Button

Payment - Acknowledgement

COMPLETED
Task submitted

TRANSACTION DETAILS

Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency MYR
Payment Mode RENTAS	Transaction Amount 17,200.00
Destination Country MY - MALAYSIA	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)
Date and Time 22 Aug 2019 11:09:36 MY (UTC+08:00)	
Reference No. IM190822018584	
Customer Ref No. -	Payer Ref No. 123456789
Debit Description RENTAS Transfer	

BENEFICIARY DETAILS +
PAYMENT ADVICE +
OTHER DETAILS +

OK

NAVIGATION

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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Step 1-5 for Foreign Telegraphic Transfer (FTT) is similar to step 1-5 of General Step. Please follow the same guide.

Step 6 : Customer can choose **Predefined Beneficiary** (Favorites Beneficiary) or **Open Beneficiary**

Step 7 : For "Open Beneficiary", click the "search icon" beside the "Beneficiary Bank" to search for "Bank Name" and "Bank Address"

The screenshot shows the 'BENEFICIARY DETAILS' form. It has two main sections: 'Own Fund Transfer' and '3rd Party Fund Transfer'. Under '3rd Party Fund Transfer', there are two radio buttons: 'Predefined Beneficiary' (selected) and 'Open Beneficiary'. A red circle with the number '6' is around the 'Predefined Beneficiary' button. A red circle with the number '7' is around the 'Open Beneficiary' button. Below these, there are fields for 'Beneficiary Account No.' (with a sample IBAN), 'Beneficiary Name' (with the sample 'Jackie Chia'), 'Resident' (Yes/No), 'Beneficiary Bank' (with a search icon), and 'Bank Address'. A red circle with the number '11' is around the 'Next' button at the bottom right. A red box highlights the 'Next' button. At the bottom, there is a red asterisk warning: '** Please verify all account and transaction details before you submit to the bank. **'

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HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

NAVIGATION

BENEFICIARY DETAILS

Own Fund Transfer

SWIFT CODE LISTING

Bank Name: SWIFT Code:

SWIFT CODE LISTING

Bank Name: SWIFT Code:

SWIFT Code Listing

Bank SWIFT Code	Bank Name
CHASUS33	JP Morgan Chase Bank
CHASUS33AIB	JP Morgan Chase
NYUS33H	Bank of New York Mellon
INTBTESTING	NTBS TESTING SWIFT
ZURHU544XXX	ZURICH AMERICAN INSURANCE COMPANY

Step 8 : The "Swift code listing" screen will be prompted out in a light box. Click [search] Button to search the swift code listing

Step 9 : The "Swift Code Listing" result will displayed after "search" action is performed

Step 10 : Click "Swift Code" Hyperlink to input the "Bank Name" and "Bank Address"

Step 11 : Click [Next] Button to navigate into next entry page

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- [Single Payment : Own Fund Transfer](#)
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- [Single Payment : Interbank GIRO \(IBG\)](#)
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- [Single Payment – JomPAY \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

AFFINMAX Welcome Nik Razman bin Nik Zaim (ADMIN)
TEGIJH MEGAHA HOLDING (MY)
Last Login Date : 6 July 2020 14:21:09 MY (UTC+08:00)

Company Profile Favourite Notification Tips Logout

Tasklist Portfolio Cash Services Administration Reporting FSC

Cash » Payment

Payment - Add

12 TRANSACTION DETAILS

Debit From Account No./Currency
100020421446 (MYR) JAMBU RIDHWAN SDN BHD

Transaction Currency *
USD - US DOLLAR

Payment Mode
Foreign Telegraphic Transfer

Transaction Amount *
In Transaction Currency In Debit Account Currency
14,700.00

Destination Country
US - UNITED STATES

Value Date (dd-mm-yyyy)
22-08-2019

Customer Ref No. Payer Ref No. *
123456789

Debit Description *
FTT Transfer

Step 12 : "Debit From Account No./Currency", "Payment Mode" and "Destination Country" field can be amended through Transaction Details

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- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Additional Beneficiary Details

13

Recipient Reference *
Machine Trx

Special Clearing Code

Credit Description / Other Payment Details

Beneficiary Contact No.

Beneficiary Address *
Level 4, Hatfield, Road way 12

Country
US - UNITED STATES

State/Province Prefecture

Zip/Postal Code City/District

Payment Details

Payment Advice *
 No Advice
 Structured Advice
 Unstructured Advice

Step 13 : **Fill in additional beneficiary details**

Step 14 : **"FX Details" section will only displayed if transaction involves cross currency**

FX DETAILS

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Board Rate

[Disclaimer](#)

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Step 15 : "Intermediary Bank Details" will be displayed only if Payment Mode selected is "Foreign Telegraphic Transfers"

INTERMEDIARY BANK DETAILS

15

Intermediary Bank Code	Intermediary Bank Account No.
<input type="text" value="AAACKWKWXXX"/>	<input type="text"/>
Intermediary Bank Name	Intermediary Bank Country
<input type="text" value="ALMUZAINI EXCHANGE COMPANY KSC (CLOSED)"/>	<input type="text" value="KW - KUWAIT"/>
Intermediary Bank Address	National Clearing Code
<input type="text" value="OPPOSITE PUBLIC LIBRARY ALI AL SALE"/>	<input type="text"/>
<input type="text" value="13022 KUWAIT"/>	
<input type="text" value="POB 2156"/>	

NAVIGATION

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

OTHER DETAILS

Applicant Business Registration Number
675412985A

Applicant Address
123466

Country: Please Select
State/Province: [Dropdown]
Prefecture: [Dropdown]
City/District: [Dropdown]
Zip/Postal Code: [Text]

Charges Borne By (if any) *
 OUR BEN SHA

Remitter and Beneficiary Relationship *
 Remitter is related with beneficiary
 Remitter is not related with beneficiary

Purpose Code / Declaration of Purpose *
Please Select [Dropdown] [Details](#)

Category
Please Select [Dropdown]

Purpose Of Transfer *
Please Select [Dropdown]

Purpose Description [Example](#)

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Step 16 : "Other Details" section is to fill in other required details

NAVIGATION

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- [End](#)

< Back

Save

Preview

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Additional Beneficiary Details

Recipient Reference *	National Clearing Code
Machine Trx	
Credit Description / Other Payment Details	Payment Details
Beneficiary Contact No.	
Beneficiary Address *	
Level 4, Hatfield, Road way 12	
Country	
US - UNITED STATES	
State/Province	Prefecture
Zip/Postal Code	City/District

Payment Advice *

- No Advice
- Structured Advice
- Unstructured Advice

FX DETAILS

- Board Rate
- [Disclaimer](#)

17

Step 17 : Please the type of Payment Advice as a notifications for the beneficiary

Step 18 : Click "Disclaimer" Hyperlink to view the disclaimer message. "Disclaimer" message will be prompted out in a light box

Disclaimer

All foreign exchange rates displayed here are indicative only and are subject to change by the Bank at anytime without notice. The foreign exchange rates that appear here may differ from the rate used to execute any instruction.

The actual amount debited can be viewed in the Bank Statement after the Bank has executed the instruction(s).

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HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Step 19 : Click the "search icon" beside the "Intermediary Bank Code" to search for Intermediary "Bank Name" and "Bank Address"

Step 20 : The "Swift code listing" screen will be prompted out in a light box upon clicking on the "search icon"

Step 21 : The "Swift Code Listing" result will be displayed after "search action is performed"

Step 22 : Click the "Swift Code" Hyperlink to input the "Bank Name" and "Bank Address"

INTERMEDIARY BANK DETAILS

Intermediary Bank Code
AAACKWKWXXX

Intermediary Bank Name
ALMUZAINI EXCHANGE COMPANY KSC (CLOSED)

Intermediary Bank Address
OPPOSITE PUBLIC LIBRARY ALI AL SALE
13022 KUWAIT
POB 2156

SWIFT CODE LISTING

Bank Name: _____ SWIFT Code: _____ Search

SWIFT Code Listing

Bank SWIFT Code	Bank Name
00002	NICKTEST
012345	678987
222222	3333333
9871	9871
AAACKWKWXXX	ALMUZAINI EXCHANGE COMPANY KSC (CLOSED)
AAAGFR1XXX	ASSOCIATION ADMINISTRATIVE AGR
AAALSAR16	SAUDI HOLLANDI BANK
AAALSAR16D	SAUDI HOLLANDI BANK
AAALSAR16E	SAUDI HOLLANDI BANK
AAALSAR16Y	SAUDI HOLLANDI BANK

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Step 23 : Select the "Purpose Code"

Step 24 : Click "Details" Hyperlink to view the Declaration of Purpose Details

Step 25 : Select Purpose of Transfer

Step 26 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 27 : Click [Save] Button to save the record in Maker Task List

Step 28 : Click [Preview] Button to Preview the transaction

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- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FOREIGN TELEGRAPHIC TRANSFER (FTT)

AFFINMAX

Step 34 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 35 : AFFIN MAX will generate unique reference no. for each transaction. The reference number is used to track transaction(s) performed

Step 36 : Click [OK] Button to navigate back to a new data entry page

AFFINMAX Welcome NIK Razman bin NIK Zaim (ADMIN)
TEGAS MEDIUM HOLDING SDY
Last Login Date: 8 July 2020 14:21:09 MY (UTC+08:00)

Company Profile Favourite Notifications Tips Logout

Cash + Payment

Payment - Acknowledgement

COMPLETED
Task submitted 34

TRANSACTION DETAILS

Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Currency USD
Payment Mode Foreign Telegraphic Transfer	Transaction Amount In Transaction Currency 2,000.00
Destination Country US - UNITED STATES	Indicative Equivalent Amount MYR 6,410.00
Date and Time 22 Aug 2019 11:37:44 MY (UTC+08:00)	Value Date (dd-mm-yyyy) 22 Aug 2019 MY (UTC+08:00)

Reference No.
TT190822018585 35

Customer Ref No.
-

Payer No.
123456789

Debit Description
FTT Transfer

BENEFICIARY DETAILS +

FX DETAILS +

INTERMEDIARY BANK DETAILS +

OTHER DETAILS +

PAYMENT ADVICE +

OK 36

I hereby agree to Bank Negara Malaysia's (BNM) [Exchange Administration Rules](#)

NAVIGATION

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- [How To Perform Single Payment \(General Step\)](#)
- [Single Payment : Own Fund Transfer](#)
- [Single Payment : 3rd Party Fund Transfer](#)
- [Single Payment : Interbank GIRO \(IBG\)](#)
- [Single Payment : RENTAS](#)
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- [Single Payment – Instant Transfer](#)
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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – INSTANT TRANSFER

AFFINMAX

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Step 1-5 for Instant Transfer is similar to step 1-5 of General Step. Please follow the same guide.

Step 6 : Customer can choose **Predefined Beneficiary (Favorites Beneficiary)** or **Open Beneficiary**

BENEFICIARY DETAILS

Own Fund Transfer

Credit Own Account No.

3rd Party Fund Transfer

Predefined Beneficiary Open Beneficiary

Transaction Type *

Beneficiary Account No. *

Beneficiary Name *

Resident * Yes No

Beneficiary Bank *

Bank Address

** Please verify all account and transaction details before you submit to the bank. **

Next

HOW TO PERFORM SINGLE PAYMENT – INSTANT TRANSFER

AFFINMAX

INTERBANK CODE LISTING

Bank Name

INTERBANK CODE LISTING

Interbank Code	Bank Name
IBNAMYKL	THE ROYAL BANK OF SCOTLAND BERHAD
AFBOMYKL	MBSB BANK BERHAD
AGOBMY21	AGROBANK SPI
AGOBMYKL	AGROBANK
AIBBMYKL	AFFIN ISLAMIC BANK BHD
AISLMYKL	AMISLAMIC BANK BHD
ALISBMYKL	ALLIANCE ISLAMIC BANK BHD
AMMBMY21	AMINVESTMENT BANK BERHAD - SPI
AMMBMYKL	AMINVESTMENT BANK BERHAD
ARBBMYKL	AMBANK BHD

Step 8 : The “Interbank code listing” screen will be prompted out in a light box. Click [search] Button to search the interbank code listing

Step 9 : The “Interbank Code Listing” result will displayed after "search" action is performed

Step 10 : Click “Interbank Code” Hyperlink to input the "Bank Name" and "Bank Address"

Step 11 : Click [Next] Button to navigate into next entry page

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – INSTANT TRANSFER

AFFINMAX

The screenshot shows the AFFINMAX web interface. At the top, there is a navigation bar with the AFFINMAX logo, user information (Welcome Nik Razman bin Nik Zaim (ADMIN), TEGUH MEGAH HOLDING (MY), Last Login Date: 6 July 2020 14:21:09 MY (UTC+08:00)), and various icons for Company, Profile, Favourite, Notification, Tips, and Logout. Below the navigation bar, there is a menu with options: Tasklist, Portfolio, Cash, Services, Administration, Reporting, and FSC. The main content area is titled 'Cash > Payment'. It features two sections: 'TRANSACTION DETAILS' and 'BENEFICIARY DETAILS'. The 'TRANSACTION DETAILS' section is highlighted with a red box and a red circle labeled '12'. It includes a 'RECURRING' toggle and a 'Transaction Type' dropdown menu set to 'To Current Account'. The 'BENEFICIARY DETAILS' section is highlighted with a red circle labeled '13'. It includes a 'Resident' toggle set to 'Yes', a 'Beneficiary Bank' dropdown menu set to 'AGROBANK', and a 'Bank Address' field. The 'Beneficiary Account No.' field contains the value '200020421336' and the 'Beneficiary Name' field contains the value 'Syafiq Han'.

Step 12 : "Debit From Account No/Currency", "Payment Mode" and "Destination Country" field can be amended through Transaction Details Section

Step 13 : Beneficiary details had been completely filled after Interbank Code was selected

NAVIGATION

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – INSTANT TRANSFER

AFFINMAX

OTHER DETAILS 14

Applicant Business Registration Number
675412985A

Applicant Address
No 155, Jalan Menara Glomac
Kelana Jaya

Country: MY - MALAYSIA
State/Province: 12 - SELANGOR
Prefecture: S011 - PS011
City/District: 10 - Ampang Subang
Zip/Postal Code: 55432

Remitter and Beneficiary Relationship *
 Remitter is related with beneficiary
 Remitter is not related with beneficiary 15

Purpose Of Transfer *
Please Select 16

Please Select
00000 - Food and live animals
01000 - Beverages and tobacco
02000 - Crude materials, inedible, except fuels
03000 - Mineral fuels, lubricants and related materials
04000 - Animal and vegetable oils, fat and waxes
05000 - Chemicals and related products, N.C.E.
06000 - Manufactured goods
07000 - Machinery, non-customised packaged software and transport equipment
07100 - Power lines, pipelines and undersea communication cables
08000 - Miscellaneous manufactured articles
09000 - Commodities and miscellaneous transactions not classified elsewhere
09001 - Goods
09700 - Non-monetary gold
10010 - Goods for processing (manufacturing services)
11110 - Freight on goods - by air
11120 - Freight on goods - by sea
11130 - Freight by other modes of transportation
11210 - Passenger fare by air
11220 - Passenger fare by sea
11230 - Passenger fare by other modes of transportation

** Please verify all account and transaction details before you submit to the bank. **

Back Save Preview
17 18 19

Step 14 : "Other Details" section is to fill in other required details

Step 15 : Select Remitter and Beneficiary Relationship

Step 16 : Select Purpose of Transfer

Step 17 : Click "Back" Hyperlink to navigate back to the previous entry page

Step 18 : Click [Save] Button to save the record in Maker Task List

Step 19 : Click [Preview] Button to Preview the transaction

NAVIGATION

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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – INSTANT TRANSFER

AFFINMAX

Cash + Payment

COMPLETED
Task submitted

20

TRANSACTION DETAILS

Debit From Account No. 100020398401 (MYR) BBB	Transaction Currency MYR
Payment Mode Instant Transfer	Transaction Amount In Transaction Currency 5,000.00
Destination Country MY - MALAYSIA	Value Date (dd-mm-yyyy) 14 May 2019 MY (UTC+08:00)
Date and Time 14 May 2019 16:01:48 MY (UTC+08:00)	

Reference No.
CN190514002499

21

RPP Simplified ID
-

RPP Business Message ID
-

Customer Ref No. Payer Ref No.
- 12345

Debit Description
Team Dinner

BENEFICIARY DETAILS +
PAYMENT ADVICE +
OTHER DETAILS +

Print OK

22

I hereby agree to the [terms and conditions](#)

Step 20 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 21 : AFFINMAX will generate unique reference no. for each transaction. The reference number is used to track transaction(s) performed

Step 22 : Click [OK] Button to navigate back to a new data entry page

NAVIGATION

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

- **FPX Payment allows customers to securely perform real-time payments from any website that offers payment via FPX.**
- **There are 2 models of FPX:**
 - a) **B2B1 – Business to Business Model 1 allows single access user and role restricted user to initiate and complete FPX transaction by login to their preferred bank internet banking platform. Once payment is initiated, authorizer will require to login to AFFINMAX and perform authorization.**
 - b) **B2B2 Model – Business to Business Model 2 allows role restricted user initiates payments in the respective website which automatically will be created in AFFINMAX. In this case, user (Maker) login is not required as only user Authorizer is required to login to AFFINMAX for authorization.**

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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

The image shows two screenshots. The left screenshot is from the AFFINMAX mobile app, displaying a 'Welcome to AFFINMAX' screen with fields for 'Corporate ID' and 'User ID', and 'Cancel' and 'Next' buttons. A red box highlights the login fields, and a red circle with the number '2' is at the bottom. The right screenshot is from the 'FPX Payment' website, showing 'TRANSACTION DETAILS' with fields for 'Debit Account No.' and buttons for 'Preview' and 'Cancel'. Red circles with numbers '3', '4', and '5' highlight the transaction details, the debit account selection field, and the preview button respectively.

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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

Step 1 : Complete transaction details at website chosen and click to pay using “FPX” function by selecting Affin Bank as the chosen bank

Step 2 : User will be redirected to AFFINMAX Login Page. Customer will have to perform Normal Login using their Maker ID

Step 3 : Upon login, system will route user to FPX Payment page

Step 4 : Select the respective "Debit From Account No"

Step 5 : Click [Preview] Button

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

FPX Payment

TRANSACTION DETAILS

Seller Order No./Payment Reference 0022002123224	Transaction Amount MYR 18.05
FPX Transaction ID 1905141502020830	Charges Amount MYR 6.00
Merchant Name JING SHUANG	Date and Time 10 May 2019 15:02:08 MY (UTC+08:00)
Debit Account No. 100500013251 (MYR) DAIKIN KITTY BOIN CA6	

[Back](#) **Submit** [Cancel](#)

Step 6 : Click [Submit] Button to submit the transaction

NAVIGATION

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HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

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- [Single Payment – FPX](#)
- [Single Payment – JomPAY](#)
- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

FPX Payment

 **COMPLETED** 7
Task submitted

TRANSACTION DETAILS

Seller Order No./Payment Reference 0022002123224	Transaction Amount MYR 18.05
FPX Transaction ID 1905141502020830	Charges Amount MYR 6.00
Merchant Name JING SHUANG	Date and Time 15 May 2019 17:03:29 MY (UTC+08:00)
Debit Account No. 100500013251(MYR)DAIKIN KITTY BOIN CA6	
Reference No. FX190515305935 8	

9
Continue with Transaction

Step 7 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 8 : NTBS will generate unique reference no. for each FPX transaction. The reference number is used to track transaction(s) performed

Step 9 : Click [Continue with Transaction] Button to continue transaction

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

Welcome to AFFINMAX

Corporate ID
25046T

User ID
PRODMAKER

Secret Word

Is This Your Secret Image and Secret Word?

Yes No

Cancel

affinmax

COVID-19
RELIEF MEASURES AND SUPPORT
<FOR SME AND CORPORATE CUSTOMERS>
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03-9230 2222

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NAVIGATION

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- [How To Perform Bulk Payment \(File Upload\)](#)
- [End](#)

Step 1 : Once Maker successfully create transaction in the respective portal, system will auto create the transaction in AFFINMAX

Step 2 : User Authorizer is required to perform login to AFFINMAX in order to authorize the payment.

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

NAVIGATION

The screenshot shows the AFFINMAX web application interface. The top navigation bar includes 'Tasklist', 'Portfolio', 'Cash', 'Services', 'Administration', 'Reporting', and 'FSC'. The 'Tasklist' menu is highlighted with a red box and a red circle containing the number 3. Below the navigation bar, the 'Tasklist' page is displayed. It features a search form with fields for 'Corporate Name' (TKAZILA CORPORATION), 'Product/Function *' (B2B2), 'Account Number', and 'Reference No./ Partner ID' (FK190617018147). The 'Status' dropdown is set to 'Please Select'. The 'Value Date/ File Header Date' section has 'From' and 'To' fields. A 'Search' button is highlighted with a red box and a red circle containing the number 5. Below the search form, a table of search results is displayed. The first row is highlighted with a red box and a red circle containing the number 7. The table columns are: Product, Reference No, Rebatech Ref No, Provider, Value Date/ File Header Date, Grouping Reference, Source/ Search Name, Amount, Account Name, and Account No. The first row contains: B2B2, FK190617018147, -, MY, 17 Aug 2019 MY (UTC+08:00), -, MFR, TKAZILA CORPORATION, 50,000.00, 109070045380.

Product	Reference No	Rebatech Ref No	Provider	Value Date/ File Header Date	Grouping Reference	Source/ Search Name	Amount	Account Name	Account No
B2B2	FK190617018147	-	MY	17 Aug 2019 MY (UTC+08:00)	-	MFR	50,000.00	TKAZILA CORPORATION	109070045380

Step 3 : Upon successful login, user need to navigate to Tasklist menu

Step 4 : Select “B2B2” option under “Product/ Function” dropdown list

Step 5 : Click [Search] Button

Step 6 : System will display listing with respective details

Step 7 : Tick the respective checkbox to select transaction to approve

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – FPX

AFFINMAX

NAVIGATION

FPX Payment

A. TRANSACTION DETAILS

Seller Order No./Payment Reference 1939485384625346335	Transaction Amount MYR 50,000.00
FPX Transaction ID 1908171137430238	Charged Amount MYR 0.00
Merchant Name AFFIN BANK CHARGE SELLER B2B @	Date and Time 17 Aug 2019 11:33:20 MY (UTC+08:00)
Credit Account No. 105020045380 (MYR) TKAZILA CORPORATION	
Reference No. FX190817018147	

USER ACTIVITIES

User	Activities	Date and Time	Remarks
TKAMK802	Submit	17 Aug 2019 11:33:19 MY (UTC+08:00)	

Authentication Code *
Challenge Code: 191080

Remarks (max. 300 characters)

8

Buttons: Group, Report, **Approve**, Next, Approval List

AFFINMAX

Welcome NIK Razman bin NIK Zalm (ADMIN)
TEGUH MEGAH HOLDING (MY)
Last Login Date: 6 July 2023 14:21:09 MY (UTC+08:00)

Company Profile Favourite Notification Tips Logout

Tasklist + Tasklist

9

Tasklist

COMPLETED
Task approved

Step 8 : Click [Approve] Button to approve the transaction

- Authorize the transaction either using Physical Token or AFFINMAX SECURE

Step 9 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – JOMPAY

AFFINMAX

•Login as Corporate Maker and go to : **Cash > Bill Payment > JomPAY Bill Payment**

The screenshot shows the 'JomPAY Bill Payment - Add' form. It is divided into two main sections: 'TRANSACTION DETAILS' and 'RECURRING'.
1. A red box highlights the 'Select Transaction Template' button.
2. A red box highlights the 'Debit From Account No.' field, which contains '100020421446(MYR)JAMBU RIDHWAN SDN BHD'.
3. A red box highlights the 'Transaction Amount(In MYR)' field, which contains '89.00'.
4. A red box highlights the radio button options: 'Favorites JomPAY Bills' and 'Open Payment'.
5. A red box highlights the 'RECURRING' section, which includes fields for 'Start Date', 'End Date', and 'Frequency'.
6. A red box highlights the checkbox 'I hereby agree to the terms and conditions'.
7. A red box highlights the 'Save' button.
8. A red box highlights the 'Preview' button.

Step 1 : User may choose [Select Transaction Template] Button is to load transaction from the list of template should there is any existing template

Step 2 : If user wish to transaction without template, select the "Debit From Account No"

Step 3 : Chose option either Favorites Beneficiary or Open Payment

Step 4 : If "Open Payment" option is chosen, input the "Biller Code" and "Ref-1"

Step 5 : Fill in Recurring Information if user would like a recurring payment

Step 6 : Tick the checkbox as agreement to "Terms and Conditions" or click on the hyperlink to read the details applied to this payment

Step 7 : User may click [Save] button to save the payment in Makers' Task List or

Step 8 : User may click [Preview] Button to Preview the transaction

NAVIGATION

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- [End](#)

HOW TO PERFORM SINGLE PAYMENT – JOMPAY

AFFINMAX

JomPAY Bill Payment - Preview

TRANSACTION DETAILS

Debit From Account No. 100020421446(MYR)JAMBU RIDHWAN SDN BHD	Transaction Amount(In MYR) 89.00
Billor Code 6825	
Billor Code Name Anytime Fitness	
Ref - 1 568964	Value Date 22 Aug 2019
Ref - 2 REF2	
Reference No. JP190822018600	JomPAY Reference No. -
Create Date and Time -	

9 **10**

[Back](#) [Submit](#) [Save as Template](#)

Step 9 : Click [Submit] Button to submit the transaction

Step 10 : Click [Save as Template] Button to save the record as a template

NAVIGATION

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HOW TO PERFORM SINGLE PAYMENT – JOMPAY

AFFINMAX

JomPAY Bill Payment - Preview

TRANSACTION DETAILS

Debit From Account No. 100020421446(MYR)JAMBU RIDHWAN SDN BHD	Transaction Amount(In MYR) 89.00
Billor Code 6825	
Billor Code Name Anytime Fitness	
Ref - 1 568964	Value Date 22 Aug 2019
Ref - 2 REF2	
Reference No. JP190822018600	JomPAY Reference No. -
Create Date and Time -	

9 **10**

[Back](#) [Submit](#) [Save as Template](#)

Step 9 : **Click [Submit] Button to submit the transaction**

Step 10 : **Click [Save as Template] Button to save the record as a template**

NAVIGATION

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HOW TO PERFORM SINGLE PAYMENT – JOMPAY

AFFINMAX

NAVIGATION

JomPAY Bill Payment - Acknowledgement

 **COMPLETED**
Task submitted 11

TRANSACTION DETAILS

Debit From Account No. 100020421446 (MYR) JAMBU RIDHWAN SDN BHD	Transaction Amount(In MYR) 89.00
Billor Code 6825	
Billor Code Name Anytime Fitness	
Ref - 1 568964	Value Date 22 Aug 2019 MY (UTC+08:00)
Ref - 2 REF2	
Reference No. JP190822018600 12	JomPAY Reference No. -
Create Date and Time 22 Aug 2019 14:54:59 MY (UTC+08:00)	

  13

Step 11 : An Acknowledgement message will be displayed on the top of the Acknowledgement page

Step 12 : AFFINMAX will generate unique reference no for each JomPAY transaction. The reference number is used to track transaction(s) performed

Step 13 : Click [OK] Button to navigate back to a new data entry page

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HOW TO PERFORM BULK PAYMENT (FILE UPLOAD)

AFFINMAX

- Users need to login using Maker User ID. Once login, navigate to “Cash > File Upload”

NAVIGATION

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- [How To Perform Single Payment \(General Step\)](#)
- [Single Payment : Own Fund Transfer](#)
- [Single Payment : 3rd Party Fund Transfer](#)
- [Single Payment : Interbank GIRO \(IBG\)](#)
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- [How To Perform Bulk Payment \(File Upload\)](#)
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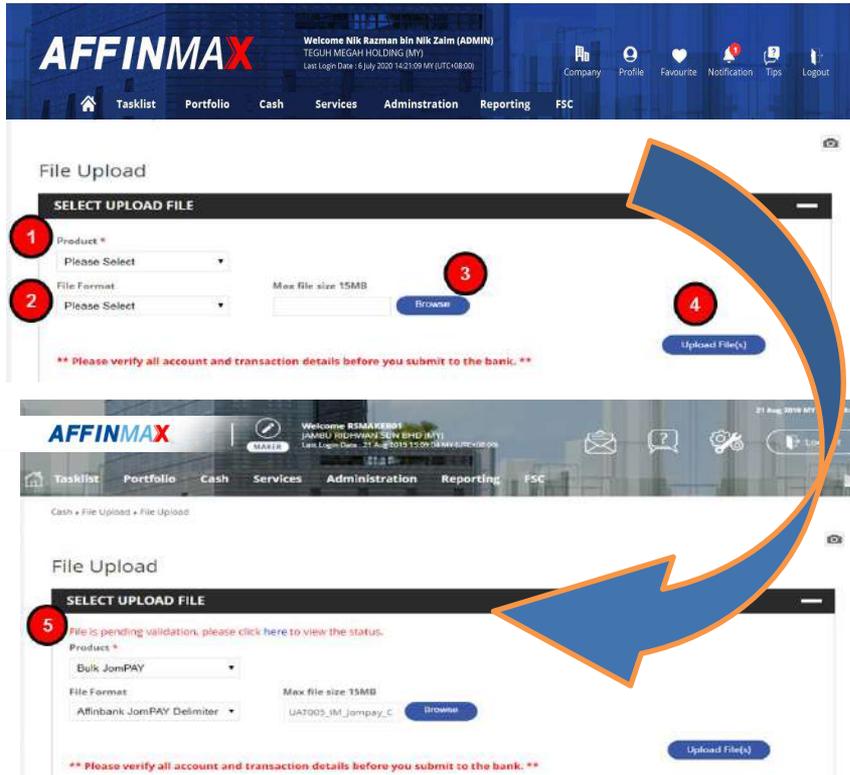
Step 1 : Select the respective ‘Product’ option

Step 2 : Select the intended ‘File Format’ to be used for file upload

Step 3 : Click ‘Browse’ to select the payment file to upload

Step 4 : Click [Upload File(s)] button to upload attached file to the system

Step 5 : An Acknowledgement message will be display. Click ‘here’ hyperlink to view the file upload status



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Step 6 : System route to File Upload Status Inquiry page

Step 7 : System will display the status for the uploaded file in hyperlink format

File Upload Status Inquiry **6**

File Name: File Format: Batch Ref. No.:

File Upload Status: File Upload Date:

Search

Listing

Upload Date	Batch Ref. No.	Product	File Name	File Format	Provider	File Upload Status
21 Aug 2019 19:34:00 MY (UTC+08:00)	FL190821017113	Bulk JomPAY	UAT005_IM_jompay_C_17082019.txt	Affinbank JomPAY Delimiter	Malaysia	File Uploaded 7

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THANK YOU

If you require further assistance, please contact our call centre **03 - 8230 2222** which available from 9.00am to 6.00pm.



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