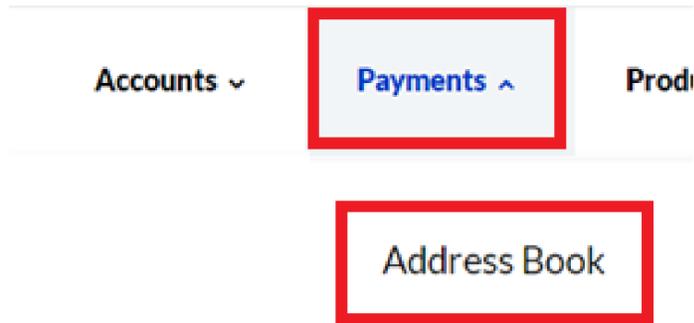


ADD EXTERNAL BANK ACCOUNT

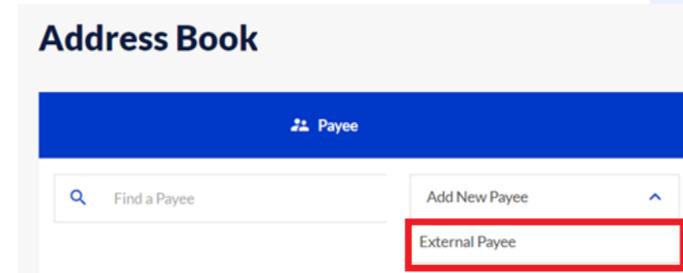
1



Click Payments

After logging into APS Online click payments> Address Book on the top menu.

2



Select External Payee

Select the Add new Payee box and change to it External Payee

3

Add Payee for External Transfer

BSB Number

Account Number

Account Name

Nickname

Reference (to Appear on Statement)
 55 Character Limit

Yes No Same reference for payee

Reference for payee
 18 Character Limit

Enter you bank details

Enter the bank details you want your money to be deposited into.
 Use the refernce APS LOAN

4



Click SAVE