#### **INTERNET BANKING CUSTOMER USER GUIDE**

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#### **1. DEFINITIONS**

In this User Guide the followings apply:

"Account" means any account(s) that you hold with us;

"Customer Number" means up to 10 digits number that we provide you that allow you use our Services

**"Memorable Data"** means your personal memorable data, which we can use to check your identity

**"Password"** means the 6 to 12 character combination of letters and / or numbers used by you, the customer, to uniquely identify yourself access for security purposes

**"Service"** means the Internet Banking service made available to you by us from time to time via the Internet.

**"User Guide"** means the guidance and information in this 'Internet Banking Customer User Guide' set out on screen on our website, as amended from time to time.

"you/your" means the person(s) registered for our Service

"we/our/us" means Turkish Bank (UK) Limited.

**"website"** means our internet website <u>https://ebank.turkishbank.co.uk</u> or <u>http://www.turkishbank.co.uk</u>

#### 2. ACCESSING INTERNET BANKING WEB SITE

🧭 Turkish Bank UK Internet Banking - Wind	lows Internet Explorer	×
🔊 http://ebank.turkishbank.co.uk/Default2.aspx		~
TURKISH BANK (U	K) LTD. Century Old Banking Banking of the Century	A and a second
Webser	· Welcome to our Internet Branch	^
Branch	Please input your customer number that provided by the Bank and your password to display the internet branch. Do not use simple names or dates for the password to be understood easily by third parties e.g. your birth date, surname or names.	
Customer Number :	You must not reveal your Security Details to any other person or record your	
Password : Enter	Security Details in any way that may result in them becoming known to another person.	
Forgot / Don't Know My Password	You must keep your Security Details secret and take all reasonable precautions to prevent unauthorised or fraudulent use of them.	
GlobalSign" Secured Click to verify	Please aware that after initial registration or enrolment we will never contact you, with a request to disclose your Security Details in full. If you receive any such request from anyone (even if they are using our name and logo and appear to be genuine) then it is likely to be fraudulent and you must not provide your Security Details to them in any circumstances. You should report any such requests to us immediately.	
Contact Us	If you believe someone identifies your Security Details you must contact us immediately. If you fail to do so, you will be liable for any unauthorised transactions on your account confirmed by use of the Security Details.	
	You will be responsible for all instructions received by us between the periods	~
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Done	😚 🏹 🌍 Internet 🔍 100% 🔻	

Our Internet Banking website can be accessed via <u>https://ebank.turkishbank.co.uk</u> or via Online Banking link in our main website: <u>http://www.turkishbank.co.uk</u> You can obtain an **Application Form** to use the **Internet Banking Service** either on this site or from any of our branches.

On completion of the Internet Banking Application Form appropriate to your account status please submit it either through one of our branches or to the Internet Branch that Turkish Bank (UK) Limited, 84-86 Borough High Street, London SE1 1LN. If you are unsure which form is appropriate to you our Internet Branch staff will be pleased to advise you.

After you have submitted the form you will be contacted in the manner you have identified in your application form. Having verified your identity, the bank will then issue you a password, which you will use to **Log On** for the **first time**.

Service time for the Internet Banking is between 00:00 and 17:00 GMT.

For any other queries or problems please telephone our Internet Branch on 0871 384 1017.



#### **3. ACCESS RIGHTS**

Your access rights can be with **full authority** or **view only**. If you have full authority then you will be able to use funds transfer functions. But a user with 'view only' access can only see the account details and transaction list.

Your access authority is specified when submitting the Internet Banking application form.

#### 4. INITIAL LOGGING ON TO INTERNET BANKING

urkish Bank UK Internet Banking - Win	idows Internet Explorer	C
TURKISH BANK (U	TK) LTD. Century Old Banking Banking of the Century	E Star
Welcome to our Internet	· Welcome to our Internet Branch	
Branch	Please input your customer number that provided by the Bank and your password to display the internet branch. Do not use simple names or dates for the password to be understood easily by third parties e.g. your birth date, surname or names.	or
Customer Number : 1006215 Password : ••••••	You must not reveal your Security Details to any other person or record your Security Details in any way that may result in them becoming known to another person.	ľ
Forgot / Don't Know My Password	You must keep your Security Details secret and take all reasonable precaution to prevent unauthorised or fraudulent use of them.	15
	Please aware that after initial registration or enrolment we will never contact you, with a request to disclose your Security Details in full. If you receive any such request from anyone (even if they are using our name and logo and appear to be genuine) then it is likely to be fraudulent and you must not provide your Security Details to them in any circumstances. You should repor any such requests to us immediately.	t
Contact Us	If you believe someone identifies your Security Details you must contact us immediately. If you fail to do so, you will be liable for any unauthorised transactions on your account confirmed by use of the Security Details.	
	You will be responsible for all instructions received by us between the period	5
	TURKISH BANKG	10

Before using the **Internet Banking Service** you need to **contact** our **Call Centre** to activate your **Internet Account** from **0871 384 1017**. You will be taken through some verbal security checks to ensure no one else can access your account. In case of not contacting our Call Centre you will be reminded with the following message:

Window	s Internet Explorer
⚠	You should activate your account. Please call us from 0871 384 1017
	ОК

In the first logon screen you need to input your **Customer Number** and **First Password**. Then you need to press **Enter** or click on **Enter** button.

The bank will give you your **First Password** and when you log on, the system will ask you to change this password. In order that, the only person who knows the password will be you.

🤌 Turkish Bank UK Internet Banking - Windows Interne	et Explorer		
TURKISH BANK (UK) LTD.	Century Old Banking	g Banking of the Co	entury
	Change First	Password	Print Back
Change Password			
Current Password		:	
Enter Your New Password		1	
Repeat Your New Passwo	rd	:	
Your password should be Your first and second pas	minimum 6 characters ar swords must be different	Submit d maximum 12 chara passwords.	icters.
296 seconds remain before automatic log off.		🧐 Local intranet	🔍 100% 🔻 💡

In the **Current Password** field please input your password given by the bank. The next fields will be used to input your **New Password**. Please select your password size between **6-12 characters** and make sure it is **NOT** easily guessable.

Once you Submit your password changes you will need to logon to the system again.

🧟 Turkish Bank UK Internet Banking - Windows Interne	t Explorer		
<b>TURKISH BANK</b> (UK) LTD.	Century Old B	anking Banking of the Centur	y Lake
	Change S	econd Password	Print   Back
Change Second Passw	vord		
Enter Your New Password		:	
Repeat Your New Passwo	rd	:	
		Submit	
Your first and second pas You cannot use one of yo	swords must be dir our last 4 password	rerent passwords. s again.	
284 seconds remain before automatic log off.		🧐 Local intranet	🔍 100% 🔻 🛒

Once you have entered your **First Password** successfully and logged back on then the system will ask you to assign your **Second Password**.

Your second password **must** be again between **6** and **12** characters and it cannot be the same as your first password.

Once you have successfully assigned your **Second Password** you will be asked to exit and login again.

After **12 months** from your last second password change system will ask you to change your second password during log on.

Please note that you will never be asked to give your password to a member of staff under any circumstances.

#### **5. LOGGING ON PROCEDURE**

urkish Bank UK Internet Banking - Wi	indows Internet Explorer	
TURKISH BANK	UK) LTD. Century Old Banking Banking of the Centur	y Ja
Welcome to our Internet	· Welcome to our Internet Branch	
Branch	Please input your customer number that provided by the Bank password to display the internet branch. Do not use simple na the password to be understood easily by third parties e.g. you surname or names.	and your mes or dates for Ir birth date,
Customer Number : 1006215 Password : Enter	You must not reveal your Security Details to any other person Security Details in any way that may result in them becoming I another person.	or record your known to
Forgot / Don't Know My Password	You must keep your Security Details secret and take all reason to prevent unauthorised or fraudulent use of them.	able precautions
	Please aware that after initial registration or enrolment we will you, with a request to disclose your Security Details in full. If y such request from anyone (even if they are using our name ar appear to be genuine) then it is likely to be fraudulent and you provide your Security Details to them in any circumstances. You any such requests to us immediately.	never contact ou receive any nd logo and u must not u should report
Contact Us	If you believe someone identifies your Security Details you must immediately. If you fail to do so, you will be liable for any unau transactions on your account confirmed by use of the Security	st contact us thorised ⁄ Details.
	You will be responsible for all instructions received by us betwe	een the periods
	TURK	ICH DANICODOL

In the first logon screen you will be asked to enter your **Customer Number** and your **First Password**. Upon pressing the **Enter** or clicking on **Enter** button, if your customer number and first password are correct, then you will be directed to a second logon screen.

<b>TURKIS</b>	SH BANK (UK) LTD.
🖉 Turkish Bank UK Internet Banking - Win	dows Internet Explorer
TURKISH BANK (U	K) LTD. Century Old Banking Banking of the Century
Welcome to our Internet Branch	<ul> <li>Welcome Dear MR JOHN DOE.</li> <li>Please enter your second password to enter Internet Banking Branch of Turkish Bank (UK) Limited.</li> </ul>
Customer Number : 1006215 Password : ***** Second Password : Enter	
Forgot / Don't Know My Password	
Contact Us	
	TURKISH BANKGROUP
Done	😵 😼 Local intranet 🔍 100% 💌 💡

In the second logon screen you will be asked to enter your **Second Password**.

#### 6. HOME PAGE

🖉 Turkish Bank UK - Windows Internet Explorer 🛛 🔲 🛛 🔀						
<b><sup>+</sup></b> Turkish Ba	NK (UK)	LTD.	Century Old	Banking Banking of the Century	Print Back	
<ul> <li>▷ Home Page</li> <li>➤ Accounts</li> <li>▷ Accounts</li> <li>▷ Accounts</li> <li>▷ Accounts</li> <li>▷ Dear MR JOHN DOE , Welcome to Turkish Bank (UK) Ltd. Internet Branch! Please use for your banking transactions.</li> </ul>					left hand side	
<ul> <li>▶ Fixed Deposits and Loans</li> <li>▼ Fund Transfer</li> <li>▶ Fund Transfer</li> </ul>	Today : 19 May 2008 Your previous visit of the Internet Branch is: 19 May 2008 10:40					
Pending Transfer	Date	Time	IP	Description		
▼ System	19/05/2008	10:47:58	192.50.50.236	SECOND PASS LOGON		
Change Password	19/05/2008	10:47:53	192.50.50.236	FIRST PASS LOGON		
Change Second Password	19/05/2008	10:46:35	192.50.50.236	SECOND PASSWORD CHANGED		
▶ Log Out	19/05/2008	10:42:24	192.50.50.236	FIRST PASS LOGON REQUIRES NEW	SECOND PASS	
	19/05/2008	10:40:54	192.50.50.236	SECOND PASS LOGON		
	19/05/2008	10:39:52	192.50.50.236	FIRST PASS LOGON		
	19/05/2008	10:39:37		FIRST PASSWORD CHANGED		
	19/05/2008	10:36:08	192.50.50.236	FIRST PASS LOGON REQUIRES RENE	W	
				TURKIS	H BANKGROUP	
296 seconds remain before automatic log	off.			Second Second Second Second	100% 🔹	

After your successful logon process you will be welcomed with the **Internet Banking Home Page**. On this page you will have the site menu that is your last logon date and time and your last 8 activities in the Internet Banking site.

The **Accounts** menu shows you your list of accounts with balances and query transaction activities. **The Fixed Deposits and Loans** menu shows all your fixed deposit and loan accounts with the balances.

The **Fund Transfer** menu is used to transfer funds from your account to any other account within Turkish Bank (UK) Limited. The **Pending Transfer** menu will show you any transfers awaiting authorisation by the bank. If your access authority is **view only** you **CANNOT** use this function.

The **Change Password** and **Change Second Password** menu is to change your first and second passwords as described below.

The **Log Out** menu logs you out from the system.

#### 7. ACCOUNTS

						Print Ba
Home Page	Account		Acc	ounts		
Accounts	Number	Account Type	Branch	Type	Balance	Available Balanc
Accounts	04007789	Easy Access AC	London Branch	USD	5,355.72	5,355.7
Fund Transfer	04017430	Easy Access AC	London Branch	GBP	120.06	120.0
▶ Fund Transfer	04020368	Easy Access AC	London Branch	EUR	14.53	14.5
Pending Transfer System	0 04518304	Fxd Dep Cover	London Branch	EUR	0.00	0.0
D Change Password	04518568	Fxd Dep Cover	London Branch	GBP	0.00	0.0
Change Second Password	04519114	Fxd Dep Cover	London Branch	GBP	0.00	0.0
Log Out	08126887	ThirtyFiveDayN	London Branch	USD	175,032.55	175,032.5
	04518304	Fxd Dep Cover	London Branch	EUR	0.00	0.0
	04518568	Fxd Dep Cover	London Branch	GBP	0.00	0.0
	0 04519114	Fxd Dep Cover	London Branch	GBP	0.00	0.0
	04007789	Easy Access AC	London Branch	USD	5,355.72	5,355.7
	04017430	Easy Access AC	London Branch	GBP	120.06	120.0
	04020368	Easy Access AC	London Branch	EUR	14.53	14.5

When you click on **Accounts** in the menu you will see a list of all your accounts. You can select any one of your displayed accounts from the list by clicking the button to the left side of the account number.

Your **Available Balance** is your balance plus any agreed limit and less secured amounts &/or "uncleared effects" (see the bank's General Terms and Conditions concerning "uncleared effects"). This is the cleared balance available for you to use.

Once you select one of your accounts you will view more details of your account by clicking the **Account Details** button below. You can see your transactions on the selected account by clicking on the **Statements** button.

<b>TURKISH BANK (UK)</b>	LTD.
🖉 Turkish Bank UK - Windows Internet Explorer	

Print Back         Print Back         Accounts         Accounts         Customer Name         Fixed Deposits and Loans         Fund Transfer         Fund Transfer         Pending Transfer         Account Owner Name         In Change Password         Pending Transfer         Currency Type         In Change Password         Currency Type         Ital         Balance Detail         Balance         Ital         Balance         Ital         Balance         Ital         Balance         Ital         Back	4 Turkish Ba	NK (UK) LTD.	Century Old Banking Banking of the Century	AN A
b       Home Page       Accounts          Accounts       Customer Name       : MR JOHN DOE          Fixed Deposits and Loans       Customer Name       : 1006215          Fund Transfer       Account Detail           Pending Transfer       Account Owner Name       : MR JOHN DOE          Pending Transfer       Account Owner Name       : MR JOHN DOE          System       Opening Date       : 07/07/1988          Customery Type       : USD           Custom Password       Account Type       : USD          Branch       : London Branch       IBAN          IBAN       : GB37TUBA40519804007789         Balance Detail       Balance       : 5,355.72          Available Balance       : 5,355.72          Available Balance       : 5,355.72          Back       TURKISH BANKGROUP				Print Back
Turkish Bankgroup	<ul> <li>Home Page</li> <li>Accounts</li> <li>Accounts</li> <li>Fixed Deposits and Loans</li> <li>Fund Transfer</li> <li>Pending Transfer</li> <li>System</li> <li>Change Password</li> <li>Change Second Password</li> <li>Log Out</li> </ul>	Customer Detail Customer Name Customer Number Account Detail Account Number Account Owner Name Opening Date Account Type Currency Type Branch IBAN Balance Detail Balance Available Balance	Account Details	Print Back
			TURKISH	BANKGROUP

Account Details screen will show you more details about your accounts with Opening Date and IBAN. The IBAN number is for the account selected.

#### 8. STATEMENTS

🖉 Turkish Bank UK - Windows I	nternet Explorer		
<b>TURKISH BA</b>	NK (UK) LTD.	Century Old Banking Banking of the Century	Print Back
▶ Home Page			
▼ Accounts	Statements		
▷ Accounts	Customer Name	: MR JOHN DOE	
Fixed Deposits and Loans	Customer Number	: 1006215	
▼ Fund Transfer	Account Name	: MR JOHN DOE	
▷ Fund Transfer	Account Number	: 04007789	
Pending Transfer	Start Date	: 19 💙 April 💙 2008 💙	
▼ System	Finish Date	: 19 💙 May 💙 2008 💙	
Change Password		: Fast menu 💌	
Change Second Password			Submit
298 seconds remain before automatic log	off.	TURKISH I	3ANKGROUP

After you select an account you can click on the **Statements** button to view your transactions on that account. In the first screen you need to specify a **Start Date** and **Finish Date** for your transaction enquiry.

Alternatively you can select last week, last month or last 3 months from the **Fast Menu**. Just click on the arrow and select from the dropdown menu.

Click **Submit** button to proceed with your enquiry.

Turkish Bank UK - Windows I	nternet Explor NK (UK)	er LTD. (	Century Old Banking	Banking of the Century			
					Print Bac		
Home Page	Account De	tail					
Accounts	Accor	unt Number:	04007789				
Accounts	Account C	wner Name :	MR JOHN DOE				
Fixed Deposits and Loans	Ar	count Type :	Easy Access AC				
Fund Transfer	Cu	rrency Type :	USD				
Fund Transfer		Branch :	London Branch				
Pending Transfer		IBAN : GB37TUBA40519804007789					
System	D	Date Interval : 01/01/2006 - 19/05/2008					
Change Password	Statements		Page:1	PrevP	age Next Pa		
Change Second Password	Entry Date	Value Date	Reference	Amount	Balance		
Log Out	17/01/2007	17/01/2007 ACCT TRANS	FT0701700487 SFER DTH21662040 C \	175,251.00 Y MUSANNIF	175,660.72		
	17/01/2007	17/01/2007 ACCT TRANS	FT0701700545 SFER TR FR 4007789 T	-170,000.00 O 08126887	5,660.72		
	17/08/2007	17/08/2007 IB ACCT TRI	FT0722905351 F my trial entry	-100.00	5,560.72		
	17/08/2007	17/08/2007 IB ACCT TRI	FT0722905383 F test	-100.00	5,460.72		
	17/08/2007	17/08/2007 IB ACCT TRI	FT0722905384 F test	-5.00	5,455.72		
	17/08/2007	17/08/2007 IB ACCT TRI	FT0722905392 F narrate	-100.00	5,355.72		
				TURKIS	H BANKGROU		
seconds remain before automatic loc	i off.			S Local intranet	100%		

You will see the list of transactions between the dates specified. If the list is more than one page then you can click on **Next Page** or **PrevPage** to navigate between pages as seen above.

You can also print your statement by clicking the **Print** button at the top right corner of this screen.

#### 9. FIXED DEPOSITS AND LOANS

🖉 Turkish Bank UK - Windows I	Inter	net Explorer				
<b><sup>+</sup></b> Turkish Ba	N	K (UK) LTD.	Century Old B	anking Banking of 1	the Century P	rint Back
▶ Home Page			Fixed De	posits and Loans		
▼ Accounts		Account Number	Account Type	Branch	Currency Type	Balance
Accounts	۲	LD0715200009	Fixed Deposit	London Branch	EUR	50,943.82
Fixed Deposits and Loans	0	LD071000005	Fixed Deposit	London Branch	GBP	84,436.26
<ul> <li>Fund Transfer</li> <li>Fund Transfer</li> </ul>	0	LD0717800004	Fixed Deposit	London Branch	GBP	68,468.40
<ul> <li>✓ System</li> <li>▷ Change Password</li> <li>▷ Change Second Password</li> <li>▷ Log Out</li> </ul>					Acce	ount Details
				<b>6</b> 7	TURKISH BA	NKGROUP

When you select **Fixed Deposits and Loans** on your menu you will be given a list of your Fixed Deposit and Loan accounts with the balances as seen above.

You can select any one of your fixed deposit or loan accounts by clicking the button on the left side of the reference number. Then if you click on the **Account Details** button below, you will be displayed more information about your fixed deposit or loan account.

🖉 Turkish Bank UK - Windows I	nternet Explorer		
<b>H</b> Turkish Ba	NK (UK) LTD.	Century Old Banking Banking of the	Century Print Back
▶ Home Page		Account Details	
▼ Accounts	Account Owner		
♦ Accounts	Customer Name	: MR JOHN DOE	
Fixed Deposits and Loans	Customer Number	: 1006215	
▼ Fund Transfer	Account Detail		
▷ Fund Transfer	Account Number	: LD0715200009	
▷ Pending Transfer	Account Owner Name	: MR JOHN DOE	
▼ System	Start Date	: 01/06/2007	
Change Password	Maturity Date	: 03/09/2007	
Change Second Password	Account Type	: Fixed Deposit	
▶ Log Out	Currency Type	: EUR	
	Branch	: London Branch	
	IBAN	: GB26TUBA4051	9804518304
	Opening Account	: 04518304	
	Payment Account	: 04518304	
	Interest Payment Account	: 04518304	
	Balance Detail		
	Balance	: 50,943.82	
	Current Interest Rate	: 3.63	
	Next Interest Payment Ar	nount : 482.20	
	Tax on Interest	: 0.00	
	Back		
		4	TURKISH BANKGROUP
296 seconds remain before automatic log	off.	Second Intrane	et 🔍 100% 💌 🛒

In the **Account Details** you will be able to view more details about your fixed deposit or loan.

**IBAN** is for the account associated with your fixed deposit or loan selected.

You may also see your interest rate applied to your fixed deposit or loan, next interest payment amount for credit interest and, the associated tax if there is any.

#### **10. FUNDS TRANSFER**

	NK (UK) Funds Transfe Please select	LTD. Cent	ury Old Bar	nking Bankin w to make t	g of the Centu the transfer fi	Print Bac
Fixed Deposits and Loans			Acc	ounts		
Fund Transfer	Account	Account Type	Branch	Currency	Balance	Available Balance
<ul> <li>Fund transfer</li> <li>Pending Transfer</li> </ul>	04007789	Easy Access AC	London Branch	USD	5,355.72	5,355.72
System	04017430	Easy Access AC	London Branch	GBP	120.06	5 120.06
<ul> <li>Change Password</li> <li>Change Second Password</li> </ul>	04020368	Easy Access AC	London Branch	EUR	14.53	3 14.53
Log Out	04518304	Fxd Dep Cover	London Branch	EUR	0.00	0.00
	04518568	Fxd Dep Cover	London Branch	GBP	0.00	0.00
	Please write t Beneficiary A	he account nun Account Number Amount	nber which	you will ma	ke the transf	er to
		Narrative				
			Submit			

On the **Fund Transfer** menu you will display a list of the accounts belonging to you from that you can make a funds transfer within your accounts of Turkish Bank (UK) Ltd. If you select an account by clicking the button on the left of the account number then this will be the account from which funds will be taken.

The **Beneficiary Account Number** is the account to which you wish to transfer funds. This account can be any account within our bank including that of any other customer. But you cannot use this menu to transfer funds outside of the bank.

If your access authority is **view only** you will **NOT** be able to use this function.

🖉 Turkish Bank UK - Windows	Internet Explore	er					
<b>H</b> Turkish BA	NK (UK)	LTD. Cent	ury Old Bar	nking Bankir	ng of the Centu	Print Back	
Home Page	Funds Transfe	er					
<ul> <li>Accounts</li> </ul>	Blassa calact			to make	the transfor fo		
Accounts	Please select	one or your acc	counts bein	W to make	the transfer fr	om	
Fixed Deposits and Loans			Acc	ounts		^	
<ul> <li>Fund Transfer</li> <li>Eund Transfer</li> </ul>	Account Number	Account Type	Branch	Currency Type	Balance	Available Balance	
<ul> <li>Pending Transfer</li> </ul>	04007789	Easy Access AC	London Branch	USD	5,355.72	5,355.72	
<ul> <li>✓ System</li> <li>▷ Change Password</li> <li>▷ Change Second Password</li> <li>▷ Log Out</li> </ul>	04017430	Easy Access AC	London Branch	GBP	120.06	120.06	
	04020368	Easy Access AC	London Branch	EUR	14.53	14.53	
	04518304	Fxd Dep Cover	London Branch	EUR	0.00	0.00	
	04518568	Fxd Dep Cover	London Branch	GBP	0.00	0.00	
	Please write t Beneficiary A	he account nun	nber which :02013099	you will ma	ake the transfe	r to	
			Benefi	ciary Name :	Jane Doe		
			Cre	dit Account :	02013099		
			Cur	rency Type :	GBP		
		Amount	1141154	action kate :	5D V 97 94 GBF	, ,	
	-	Namount : 200 USD V 97.94 GBP					
			Submit				
	66			<b>6</b> 3.	- TUR	KISH BANKGROUP	

If the account belongs to you then you will not need to enter the **Beneficiary Name**. However if this account belongs to somebody else then you will need to input the name of that beneficiary.

When you input the **Beneficiary Account Number** and press enter then you will see the **Currency** in which the account is held. You will also need to input the **Amount**. In a case of the account you need to take the funds from, and the account you need to transfer the funds to, have different currencies then you will notice the **Exchange Rate** for the transfer and also you will have the options to select which currency your amount relates to. For example if you are making a transfer from a USD account to a GBP account you can input the amount as GBP 100 or USD 200 by changing the currency next to the amount.

You have the option to add **Narrative** on the transfer. This narrative will be displayed on your **statement** and appeared on the **statement of the beneficiary**.

You must click on the **Submit** button to complete your transfer and you will then see the **Transfer Authorisation** screen.

Turkish Bank UK - Windows I	nternet Explorer NK (UK) LTD.	Century Old Banking Banking of the Century			
			Print Bac		
> Home Page	T				
Accounts	I ransfer Authorisat	ion			
Accounts	Date	19/05/2008			
Fixed Deposits and Loans	Amount	200 USD			
Fund Transfer	Receiver Informatio	n			
Fund Transfer	Name	Jane Doe			
Pending Transfer	Credit Account	02013099			
System	Currency Type	GBP			
Change Password	Branch	Harringay Branch			
Change Second Password	Sender Information				
Log Out	Name	MR JOHN DOE			
	Account	04007789			
	Currency Type	USD			
	Transaction Rate	2.042			
	Balance	5,355.72			
	Available Balance	5,355.72			
	Other				
	Narrative	my sample transaction			
	Please enter your second password for confirmation of your money transfer.				
		Second Password : •••	••••		
			Submit		
		4 TURKISH E	3ANKGROUP		

In the **Transfer Authorisation** screen you will see the details of the transaction and will be asked to input your second password to verify the transaction. Once you have entered your second password successfully then click on the Submit button and your transfer will be processed.

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b Home Page   Accounts Fixed Deposits and Loans   Fund Transfer Fund Transfer   b Pending Transfer   c Pending Transfer   c System   b Change Second Password   b Log Out	<b><sup>+</sup></b> Turkish Ba	NK (UK) LT	D. Century Old Banking Banking of the Century Print Back
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In the **Transfer Result Information** screen you will see your transfer details again but also in the **Result** line you will be given information about the result of your transfer. If there are no errors your transfer may proceed immediately or be placed in a queue for further approval by the bank.

You can display the transfer pending for approval via the **Pending Transfer** option under **Fund Transfer** menu. In these circumstances we will endeavour to approve the transfer as quickly as possible.

#### **11. PENDING TRANSFER**

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▶ Home Page	Pending Transfer				
Accounts     Accounts     Fixed Deposits and Loans     Fund Transfer	FT Date & Time	Debit Account Narrative	Debit Amount	Credit Account	Credit Amount
<ul> <li>Fund Transfer</li> <li>Pending Transfer</li> <li>System</li> <li>Change Password</li> <li>Change Second Password</li> <li>Log Out</li> </ul>	FT0722905634 19/05/2008 11:35:00	04007789 my sample trans	USD200.00	02013099	GBP97.94
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298 seconds remain before automatic log	orr.			.ocal intranet	₹ 100% ▼

If your online transaction requires approval from the bank you can view these transactions from your **Pending Transfer** menu option. Once each transaction is approved it will be removed from the list and Pending Transfer screen will remain with no record.

#### **12. CHANGE PASSWORD**

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TURKISH BANK (UK) LTD. Century Old Banking Banking of the Century							
▶ Home Page	Change First Passwo	rd					
<ul> <li>Accounts</li> <li>Accounts</li> </ul>	Change Password						
Fixed Deposits and Loans	Current Password :						
✓ Fund Transfer	Enter Your New Password :						
▷ Fund Transfer	Repeat Your New Password :						
<ul> <li>▷ Pending Transfer</li> <li>✓ System</li> <li>▷ Change Password</li> <li>▷ Change Second Password</li> <li>▷ Log Out</li> </ul>	Your password should be minimum 6 characters and maximu Your first and second passwords must be different password	Submit Im 12 characters. Is.					
		TURKISH BANKGROUP					
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WE RECOMMEND YOU TO CHANGE YOUR PASSWORD REGULARLY

If you need to change your **first password** then you should use the **Change Password** menu option. You will need to input your existing password and then enter your new password in the next two fields.

Once you have successfully changed your password you will need to exit and logon again.

#### **13. CHANGE SECOND PASSWORD**



If you need to change your second password please use the **Change Second Password** menu option. You will need to input your existing password and then enter your new password in the next two fields.

Once you successfully changed the password you will need to exit and logon again.

After 12 months from your last second password change, the system will ask you to change your second password during the log on process.



#### 14. FORGOTTEN PASSWORDS OR PASSWORD FAILURE

If you have forgotten your password or locked your password due to unsuccessful logon attempts please call our Internet Branch on 0871 3841017.



#### **15. MINIMUM SYSTEM REQUIREMENTS**

In order to access our website, you will need:

Computer with access to Internet

Microsoft Internet Explorer or Mozilla Firefox (newer versions are recommended)

128-bit encryption (Your browser should normally have this by default)

If you are using a company network your network settings may prevent access to our web site. Please contact to your network administrator for assistance in that case.



#### 16. LOG OUT

For your security, after **5 minutes of inactivity** during your session the system logs out automatically. You should always **log out** of your internet banking session when you have finished using the service.