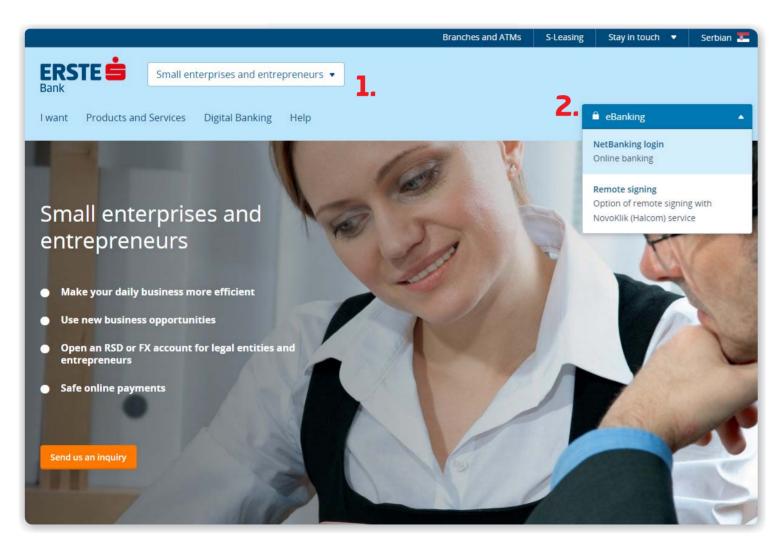


# **NetBanking for Small enterprises and entrepreneurs**

Manage your finances by clicking, and not by walking to the branch, from any computer with internet access.



## **Access to NetBanking**



Erste NetBanking enables you to manage your finances **24 hours a day**, every day of the week, without visiting the branch.

Type the link of Erste Bank website in your browser: https://www.erstebank.rs/en

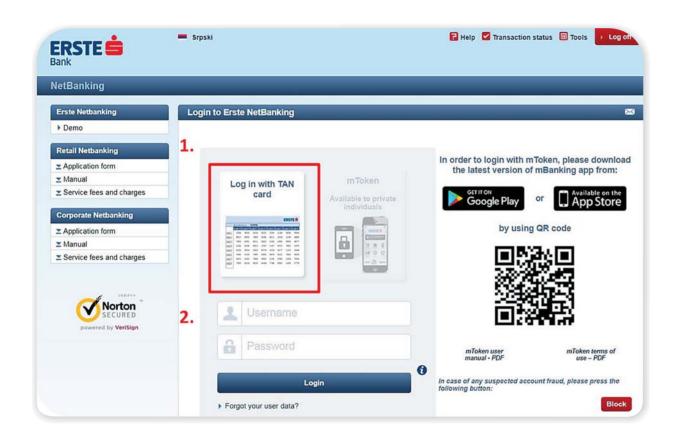
1.

At the homepage, choose "Small enterprises and entrepreneurs".

2

Click on "eBanking". In the drop down menu, choose "NetBanking login".

## **Login to NetBanking**



3.

Enter TAN from card: [ 152378 ] (row: 6 , column: C ) At the page for logging in, choose the option "Log in with TAN card"

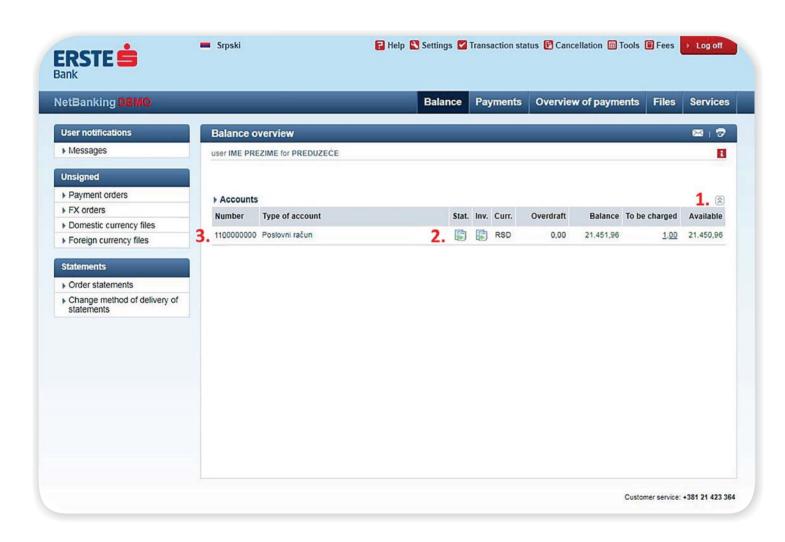
2.

Enter user name (IN CAPITAL) and password.

3.

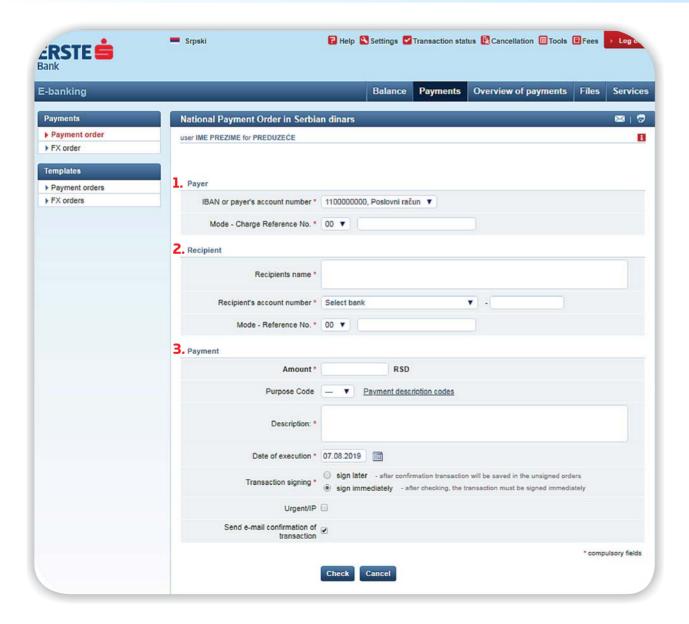
At the following page, enter the required field from the TAN card (row and column)

#### **Balance overview**



- At the page **Balance**overview, you can see
  accounts, deposits,
  cards, credit products
  as well as available
  funds.
- By clicking the icons, you can receive a free of change excerpt of the turnover from your account for the required period, as well as the monthly invoice of the turnover to an e-mail
- By clicking on **the account number**, you
  will see the turnover
  of that account.

#### **Payment**



#### Payment orders

- Choose the account from which you want to execute the payment. From the drop down menu, choose the model and below enter the reference number without **spaces and dashes**.
- Enter the name of the recipient, and then the bank in which the recipient's account is and the remaining number of the account, without spaces and dashes. From the drop down menu, choose the model 00 or 97 and below enter the reference number without spaces and dashes.
- Enter the desired amount for payment.
  Choose the payment code (if you are not sure, there is **Payment description code**).
  Enter the short description of your transaction. Select **instant payment** option (Urgent/IP) if you want your transaction to be realized within a few seconds. Click on "Check", and sign the transaction at the following screen.

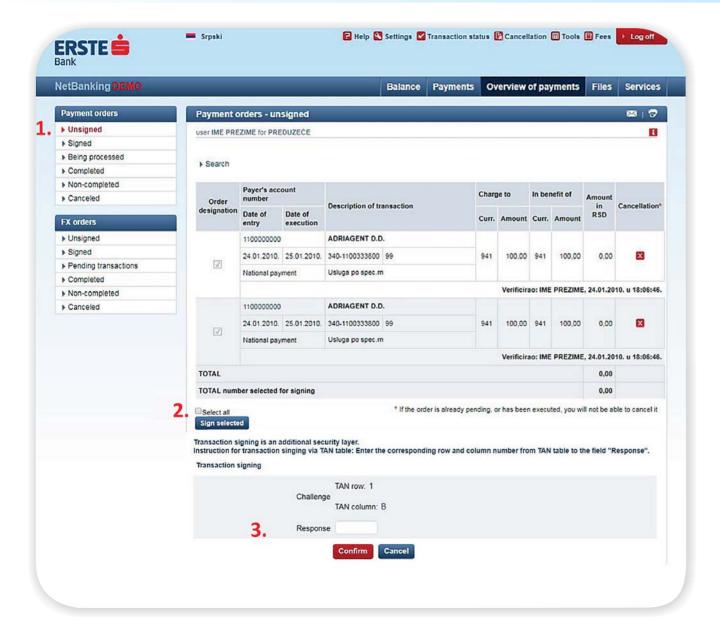
# **Individual order signing**

Payer						
IBAN or payer's account number *	1100000	0000, Poslovní račun 🔻				
					PREDUZEO	
Mode - Charge Reference No. *	00 ▼	12345-55				
Recipient						
	TELEKOM D.O.O.					
Recipients name *						
	240 55	OCTE DANK AD MOVEGAD		4500000000		
Recipient's account number *	340 - EF	RSTE BANK AD NOVI SAD	•	- 1500000000		
Mode - Reference No. *	00 ¥	12345				
P						
Payment						
Amount *		100,00 RSD				
Purpose Code	▼					
Description: *	Plaćanje	računa				
Date of execution *	21.01.20	10				
Transaction signing *				ill be saved in the unsigned orders		
	sign	immediately - after checking,	the tran	saction must be signed immediately		
Urgent/IP						
Send e-mail confirmation of	( <del>)</del>					
transaction				423		
	h. Invan			- 00	ompulsory fiel	
ransaction signing is an additional secur nstruction for transaction singing via TAN		ter the corresponding row and	colum	n number from TAN table to the field	"Response"	
Transaction signing						
	TAN row:	0				
Challenge	TAN colu	mn: N!				
2.						
Response						
	Confirm	Cancel				

After you have completed the order, if you choose to sign the order immediately, you will need to enter the required number from TAN table.

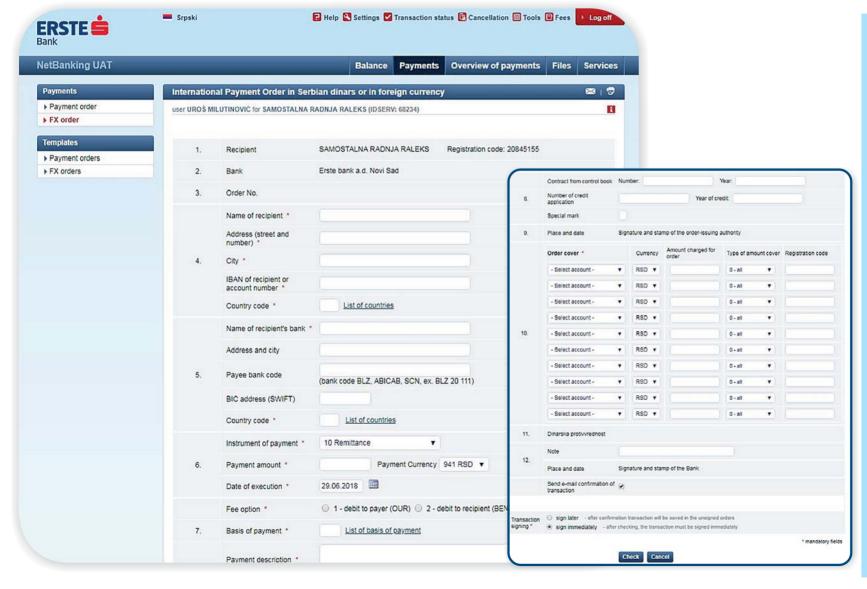
By entering the adequate number from TAN card in the **Response** field and by clicking on Confirm, the order will be sent to processing.

## Signing the order group



- If you have chosen to sign the order later, the orders will be visible in Payment orders unsigned.
- Unsigned orders can be signed individually, by selecting the chosen order or by using the option **Select all**, by which all orders in the Unsigned orders are will be signed.
- By entering the adequate number from TAN card in the **Response** field and by clicking on Confirm, the orders will be sent to processing.

#### **FX** order



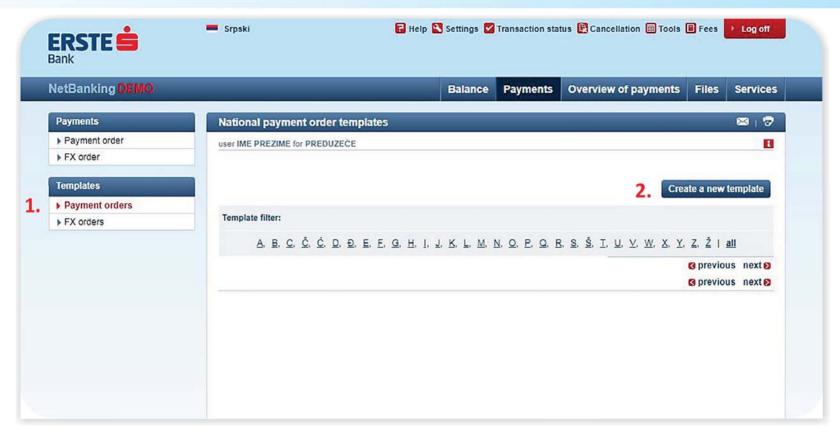
By NetBanking for corporate, you have the possibility to create FX orders. When completing the order, it is necessary that you have the instructions from the recipient.

After completing the information on the recipient and the bank of the recipient, choose the instrument of payment from the drop down menu and enter the amount. Then add one of the three fee options.

In the final step, it is necessary to enter the information on the account of the order cover.

Click on "Check", and click on "Confirm" on the following screen in order to execute the transaction.

### **Templates**



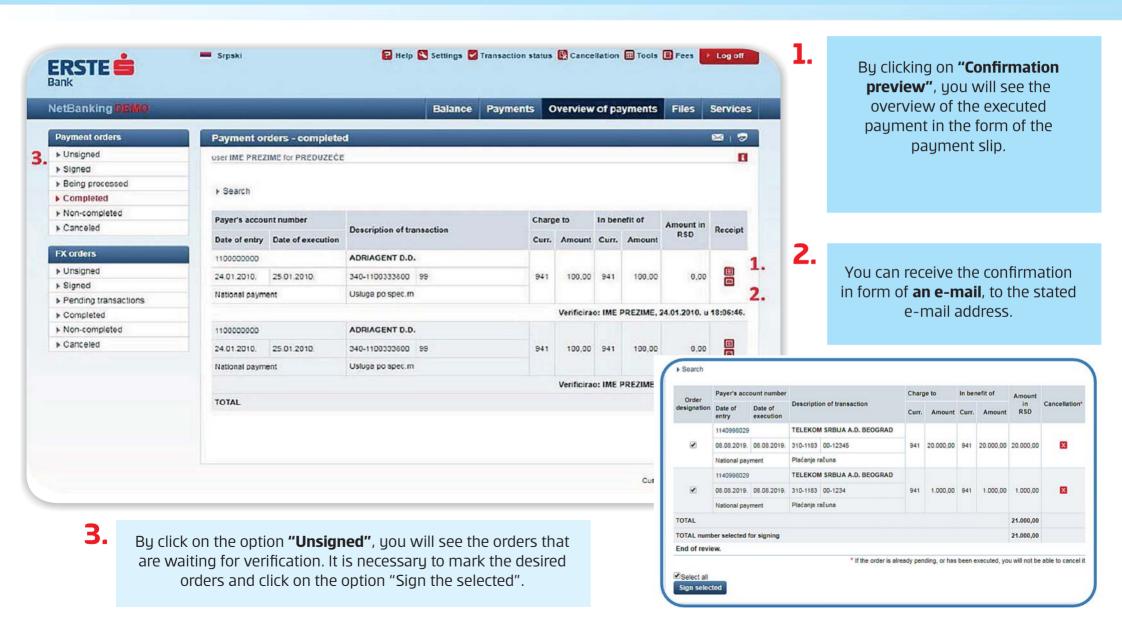
1

**Use the templates** for more simple creation of orders. By the click on "Payment orders", you will see the list of all your templates.

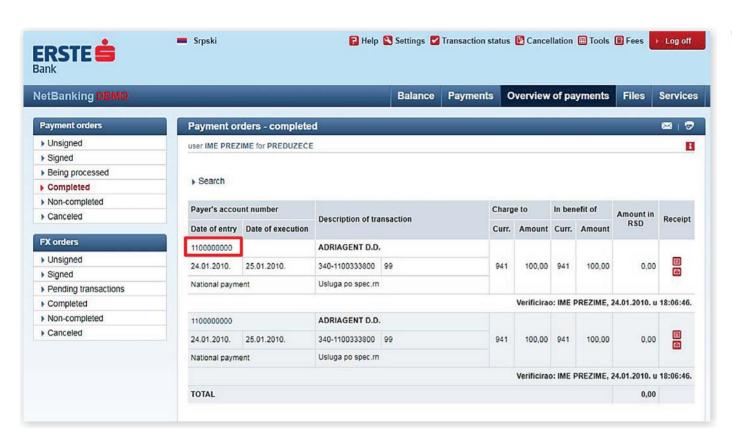
2.

The new template can be created by the click on "Create a new template".

#### **Payment overview**



### **Create the orders based on previous payments**



1.

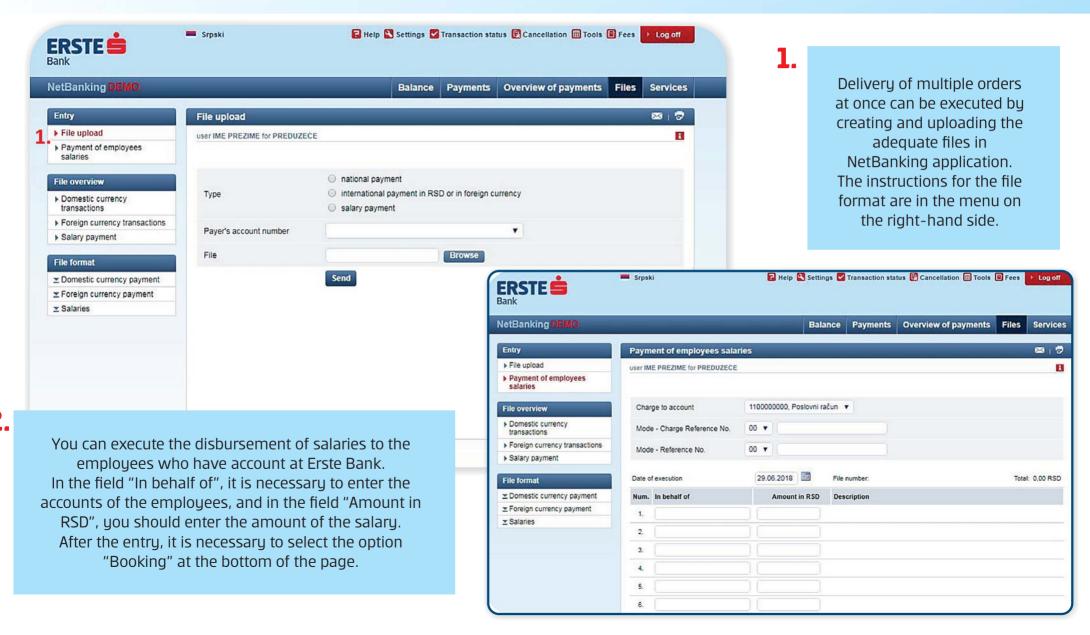
By click on the account number of the payer within "Payment overview", you will see the details on the executed transaction.

The "Enter new" option provides the possibility of creating a new transaction based on previously executed payment. The data will be copied in the new order, and if necessary, you can change the data before you confirm the transaction.

By the option "Template", you can fast and easily create a template based on the previously executed payment.

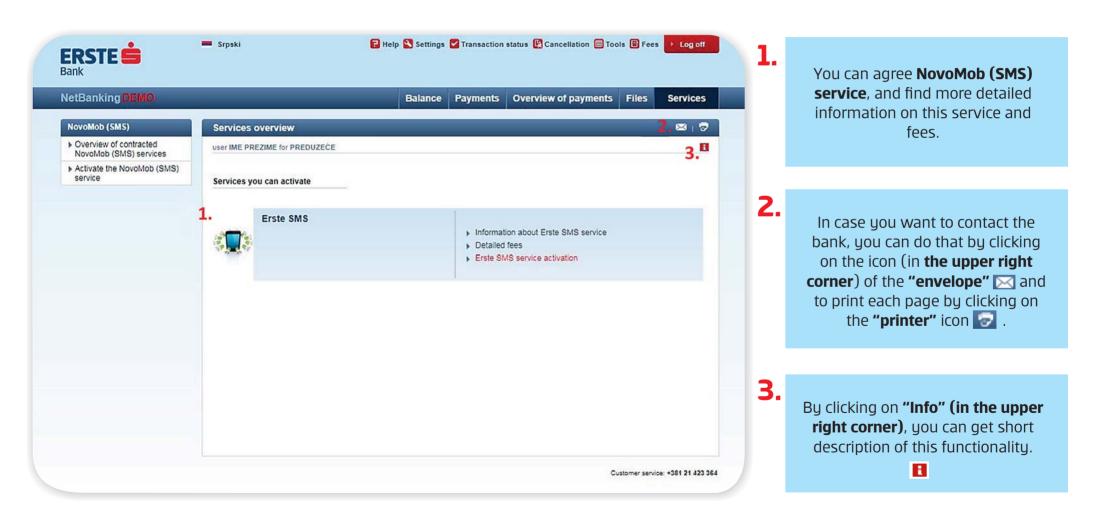
		Balance	Payments	Overview of payments	Files Servi
National Payment Order in Serbia	n dinan				<b>=</b> 1
user IME PREZIME for PREDUZEČE					
			2.	new Template Send e	-mail confirmation
Payer					
IBAN or payer's account number *	1100000	0000, Poslovni rač	un 🔻		
					PREDUZEĆ
Mode - Charge Reference No. *	00 ¥	12345-55			
Recipient					
Recipients name *	TELEKO				
Recipient's account number *	340 - El	RSTE BANK AD N	IOVI SAD	▼ - 1500000000	
Mode - Reference No. *	00 ¥	12345			
Payment					
Amount *		100,00 RSD			
Purpose Code	- ¥				
Description: •	Plaćanje				
Date of execution *	21.01.20				
Urgent/IP					
Send e-mail confirmation of transaction	æ				
Transaction number: W10012418064662					* compulsory fiel
	Check	Cancel			

#### **Files**



2

#### **Services**









for the Banka Srbija

Erste phone: 0800 201 201, 060 48 48 000

www.erstebank.rs

