

DNBCnet Internet Banking

Userguide





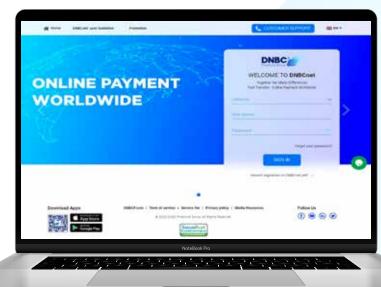


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A

TECHNICAL REQUIREMENT

To access DNBC*net*, you will need the appropriate operating systems (recommended: Windows 7, 10; Mac OS Mojave or above) on your computer.

For other technical support, you can contact our hotline +1 (949) 508 0235 (or + 370 5 240 5555) or send an email to support@dnbcf.com.



B

INTRODUCTION

DNBCnet Overview

DNBCnet is an internet banking website. It provides you with a quick and convenient way to manage your account, making wire transfer anywhere you want. All you need to do is going to the website www.secure.dnbcnet.com from your computer. Everything you need will be on your computer.

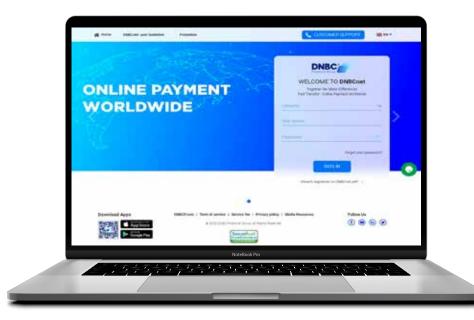
Condition of usage

To use the internet banking account and execute transactions, you need to at least:

- Have an activated current account registered with DNBC, it can either be a personal or a corporate account.
- Sign up with DNBC internet banking by applying on our website and using the username and password we sent you via your email address and SMS.
- You can apply for a DNBCnet account on both the official website and DNBCnet app on your mobile.

How to register your account on DNBCnet?

If you haven't registered with DNBCnet yet, access the site: www.secure.dnbcnet.com/login. Then, you can click on "Haven't registered on DNBCnet yet?" button and this will lead you to our application page to open an account.



Choose which type of account (including prefered package) you want to register, then fill in all registration information. Follow the required steps for opening:

- Personal Account: There will be 3 simple steps for you to take. You will have to submit your personal information and wait for approval to get a personal account.
- Corporate Account: There will be 4 steps to create a corporate account. The process of registering for this account is similar to the personal account's one but requires your enterprise information.

After your registration requirement is approved by our department. This process typically takes about 3-5 working days. Your password and ID will be sent to your email and via your phone.

Since you already own an account on DNBCnet, it's ready to use our internet banking.

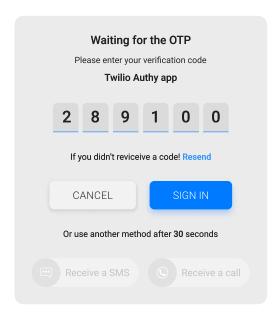
C LOGIN SCREEN

- 1 Login Process
- Step 1: Go to the page <u>www.secure.dnbcnet.com/login</u>
- Step 2: Enter your name and password to login.



Step 3: Verify with Twilio Authy 2-Factor Authentication.

In order to access the internet banking, it is required to enter the code from the Twilio Authy App on your smartphone (or desktop). You can download and install the Authy App on your desktop for your login-verification. Otherwise, you can receive the OTP verification via SMS or call on the phone.

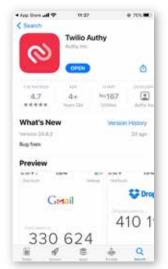


Twilio Authy App (Available on App Stores)

DNBC Financial Group recommends you login to DNBCnet using the Twilio Authy App. After your registration, you can enable and use Twilio Authy 2-Factor Authentication to input the verification code. Here is the guide to installing the Twilio Authy App.

- Step 1: Download Twilio Authy
- (N) from
- Available on the App Store
- or Google play

- Step 2: Use your registered phone number with DNBCnet account to complete the Twilio Authy registration.
- Step 3: Choose the option to send the code via SMS or phone call.
- Step 4: Enter the code sent to you.
- Step 5: Check the Authy 2-Factor Authentication code for your login process.



Download Twilio Authy.



Use your registered phone number with DNBCnet account to process the Twilio Authy registration.



Choose the option to send the code via SMS or phone call for your account verification.



Enter the code sent to you via SMS or phone call.

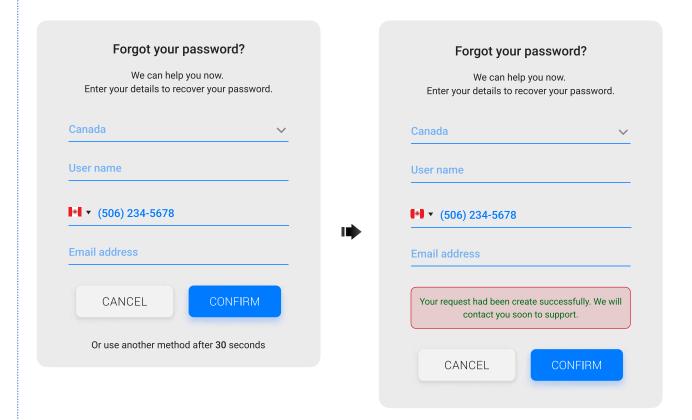


Check the Authy 2-Factor
Authentication code and enter it for
your login process with DNBCnet.

3 Forgot password

In case of forgetting your password, you can request support for resetting the password.

- Step 1: Click "Forgot your Password?" at the dashboard.
- Step 2: Enter your Username, registered phone number and email address. Then, click "CONFIRM".
- Step 3: We will send you an email to confirm your request, and it is being processed. Please check your email after CONFIRM.



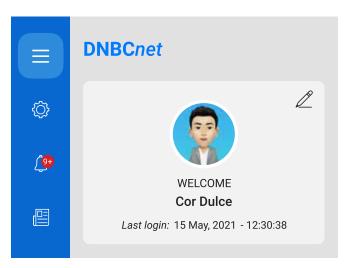
- Step 4: Your request has been approved, we will send you the new password through email.
- Step 5: Login with your new password. Then, you can change your password later.

D

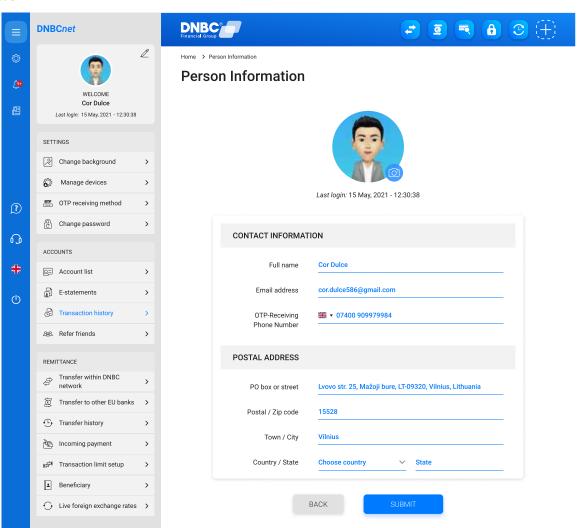
PERSONAL INFORMATION SETTING

This is where you check and EDIT all your personal information. You can also request for changing your OTP receiving method and phone number here.

ullet Step 1: Click the icon $\displaystyle {\mathscr L}$ near the avatar to check or EDIT your personal information.



Step 2: Fill in all available information that you want to change. Then, click the "SUBMIT" button.



E ACCOUNT

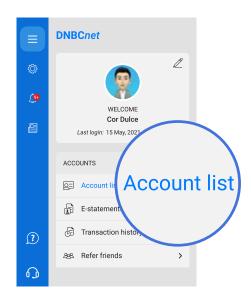
1 Account list & details

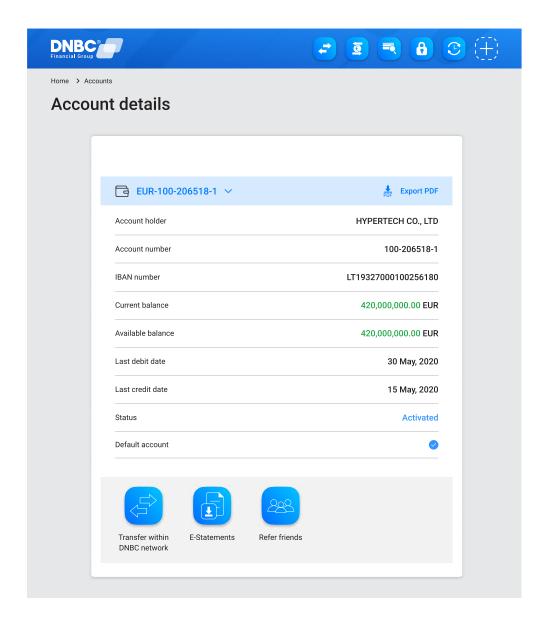
The account details is where you can manage all of your DNBC current accounts, including your accounts in different currencies.

Manage account details

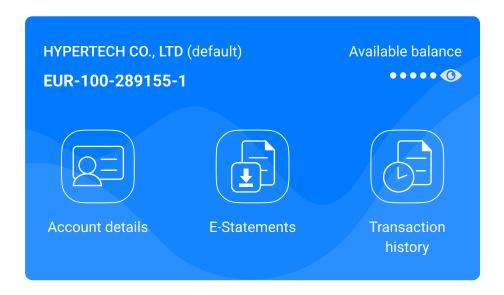
On the left menu, choose "Account list". All your accounts will be shown in here, please choose the account you want to track in details.

When you click on any account from your "Account list", all information of the account will be displayed such as client type, account number, available balance. You can also download PDF export from your current account.





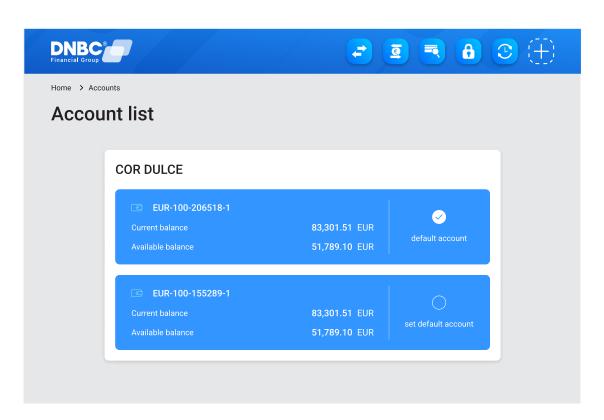
Otherwise, you can choose "Account details" from the central dashboard to immediately jump into your default account's details (or any account's details).



You can instantly open the default account's **E-statements** and **Transaction history** right on the homepage.

Setting default account

When you are in the "Account list", you can set any of your accounts as default. Default account can provide you with many convenient features: You can quickly check the default account balance on the dashboard by clicking the icon.



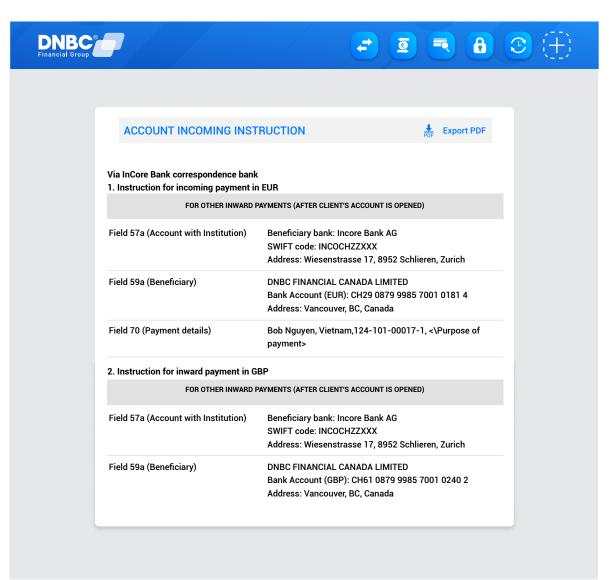
2 Incoming instruction

In this section, you will find your ways to transfer money from outside DNBC to your account.

Step 1: Choose "Incoming instruction" on the menu.

WELCOME Cor Dulce Last login: 15 May, 2021 - 12:30:38 ACCOUNTS ACCOUNTS E-statements Transaction history ARR Refer friends Refer friends

Step 2: Choose the transfer ways that's applicable from the external account to your DNBC account.

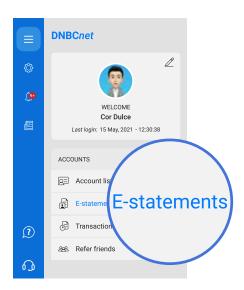


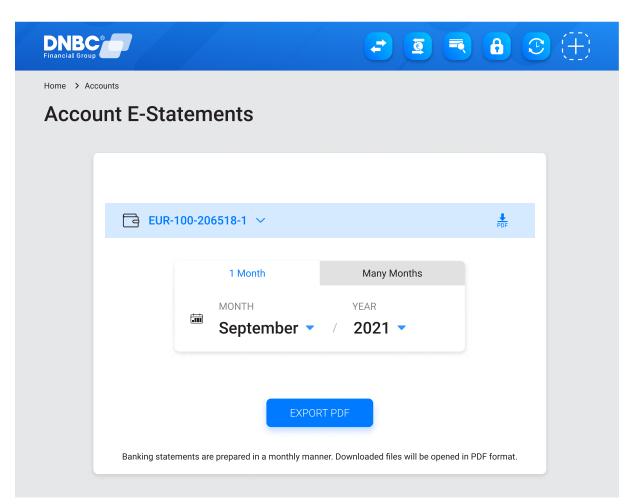
3 E-statement

Clients can download **E-statements** from DNBCnet for your convenience. You can export **E-statements** of your transactions for a month or several months.

How to export E-statements in a particular month?

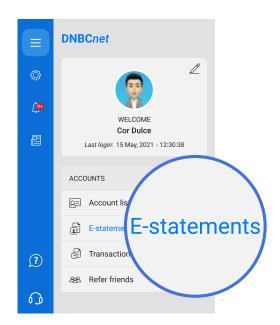
- Step 1: Select "E-Statements" on the left menu.
- Step 2: Choose the "Month" section and choose the account that you want to export E-statements.
- Step 3:
 Select a specific month to export your E-statements. Then, click "Export PDF".

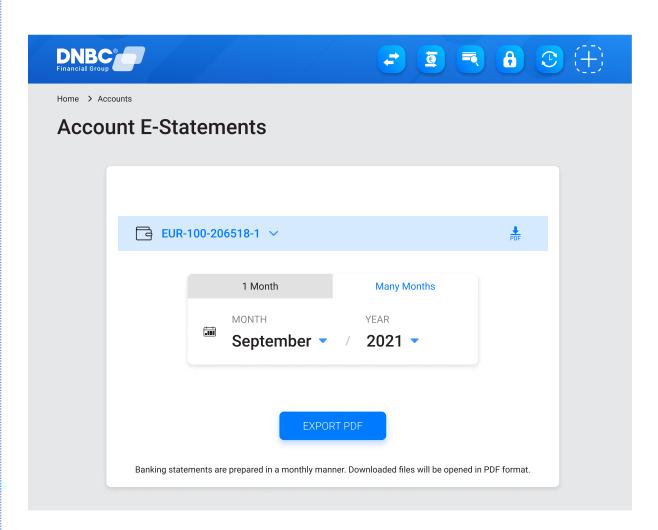




How to export e-statements in many months?

- Step 1: Select "E-Statements" on the left menu.
- Step 2: Choose the "Many Months" section and choose the account that you want to export E-statements.
- Step 3:
 Select a specific month to export your E-statements. Then, click "Export PDF".

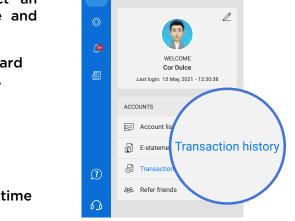




Transaction history

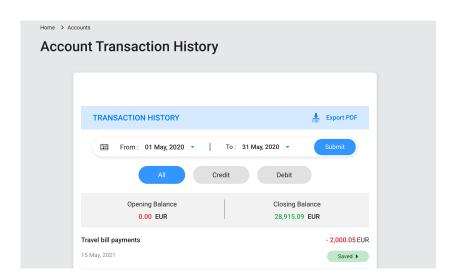
Transaction history is where you can track both incoming and outgoing transactions. Select an account you want to track, select the date and DNBCnet will process.

Step 1: From the left menu or from the dashboard of your account, choose "Transaction history".

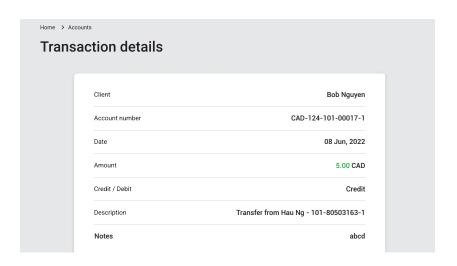


DNBCnet

Step 2: Select the account and the period of time you want to track the transactions.



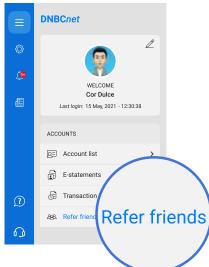
Step 3: All transactions within the selected account or time period will be displayed, and you can click on any transaction to see more details.

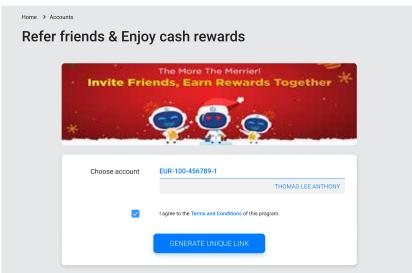


Refer friends

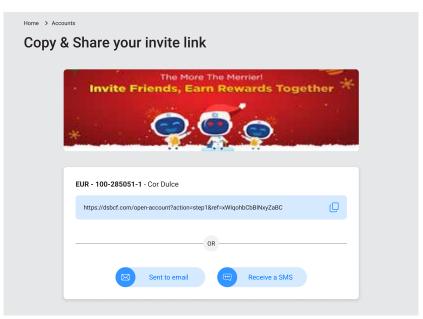
Earn extra rewards by referring our services to your friends. With every 3 new people successfully joining DNBC, you will earn a certain reward and there is no limit to how much you can earn through this program. You can learn more about our program here. You can easily invite your friends by following these steps:

- Step 1: Choose the Refer friends icon on the menu to access this feature.
- Step 2: Choose the account you want to get the benefits from this program.





Step 3: Now you can copy the referral link and send the invitation via Email or SMS to everyone you know.

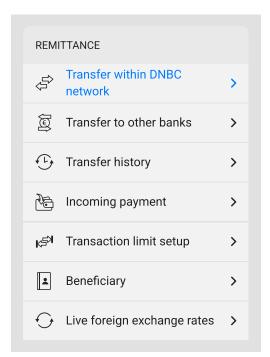


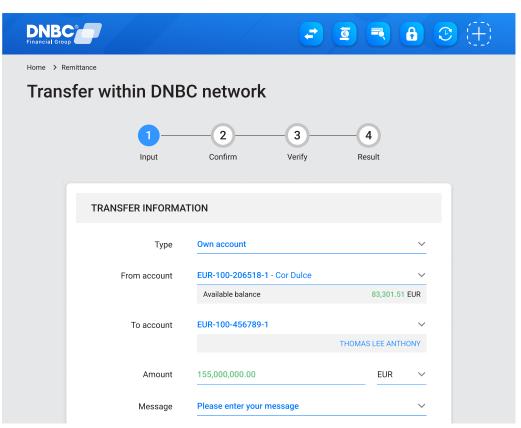
F REMITTANCE

DNBC Financial Group supports transactions everywhere such as internal networks or international countries of the EU and SWIFT. The feature is also used for transferring money between internal DNBC's entities.

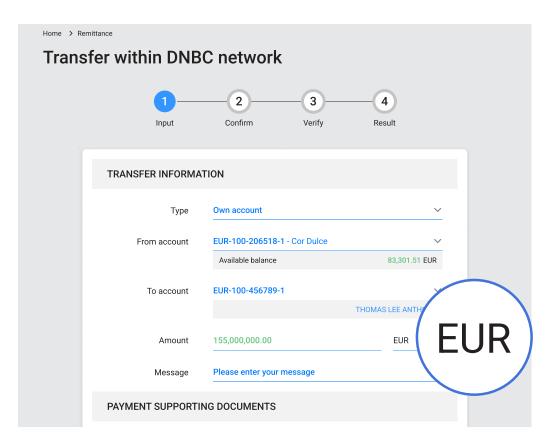
1 Transfer within DNBC network

- Step 1: Select "Transfer within DNBC network" on the menu.
- Step 2: Select the type of account you wish to transfer. Select "Other Client" (default) if transferring to another DNBC account (e.g. Lithuania and Canada). if transferring to your account in your "Account list", choose "Own Account". The option of "Own Account" is only available when you own more than one account in your "Account list".
- Step 3: Choose which account to transfer from "From account". Select a beneficiary account in "Beneficiary". If the recipient's account has not been added, choose "New beneficiary". Enter the recipient's account number in the "To account" section.

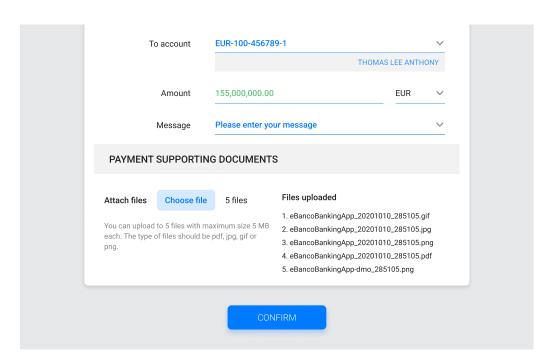




Step 4: Enter the amount of transfer and choose the currency.



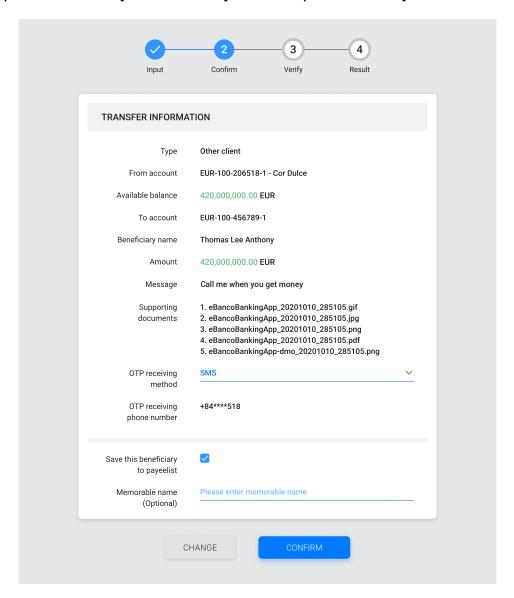
Step 5: Upload your payment supporting documents (if necessary) and click on "CONFIRM" to continue the following OTP-authentication steps to complete the transaction.



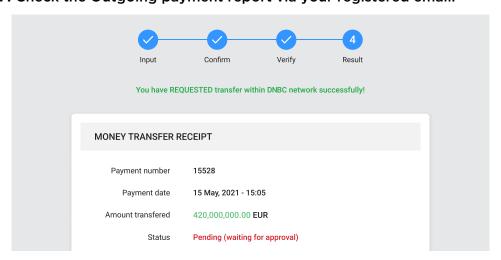
Step 6: Choose the method and enter the OTP code sent to your registered phone number (SMS) or Authy app to complete the transaction.

*The option "Email" is only available when you do not input SMS or Authy code after 30 seconds.

lefton

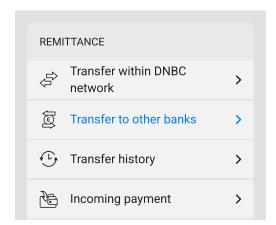


Step 7: Check the Outgoing payment report via your registered email.

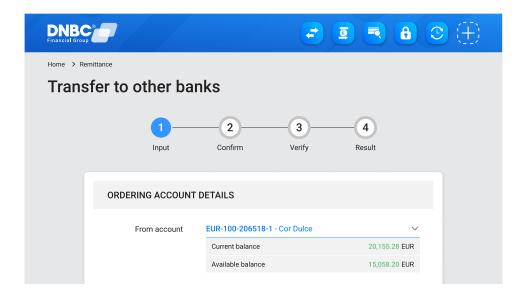


2 Transfer to other banks

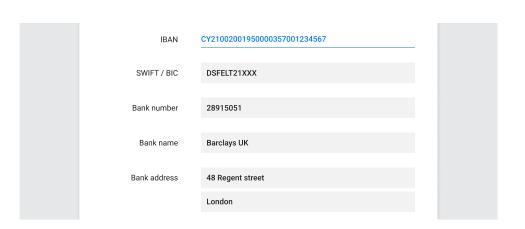
Step 1: Select "Transfer to other banks" on the menu.



Step 2: Choose the account that you want to transfer.



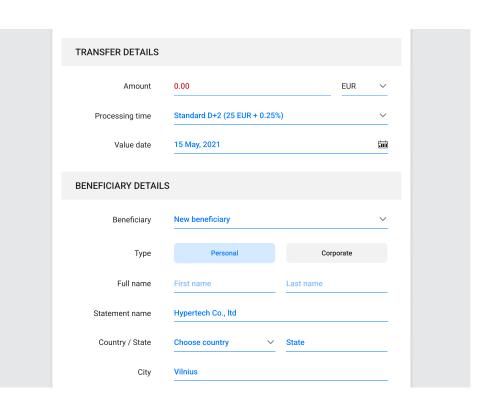
Step 3: Enter the "Account Number/IBAN" and the "SWIFT/BIC code".



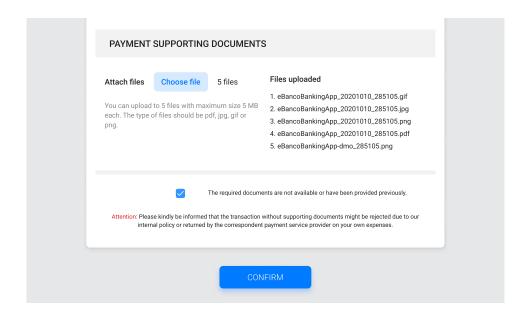
• Step 4: Choose identification's type (Personal or Organization). Fill in all of your personal or business details.

BENEFICIARY DETAIL	.s	
Beneficiary	New beneficiary	V
Туре	Personal	Corporate
Full name	First name	Last name
Statement name	Hypertech Co., Itd	
Country / State	Choose country V	State
City	Vilnius	
Post code (Optional)	15528	
Address	Lvovo str. 25, Mažoji bure, 15th Lithuania	n floor, LT-09320, Vilnius,
Beneficiary phone	▼ 07400 909979984	
Message	Please enter your message	
Payment reason	Please enter your payment rea	son

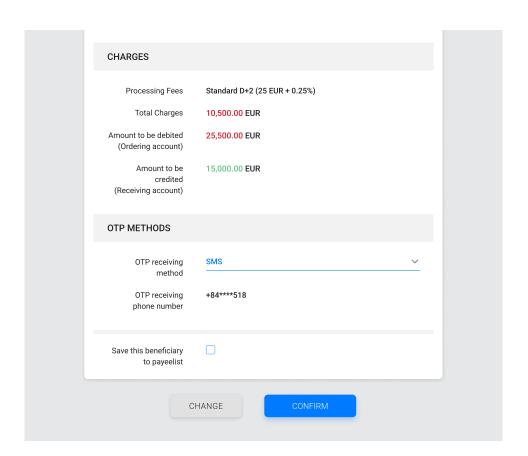
• Step 5: Choose your transfer details. Enter the transfer amount, currency, payment reason, and message.



Step 6: Attach documents if necessary and click "CONFIRM".



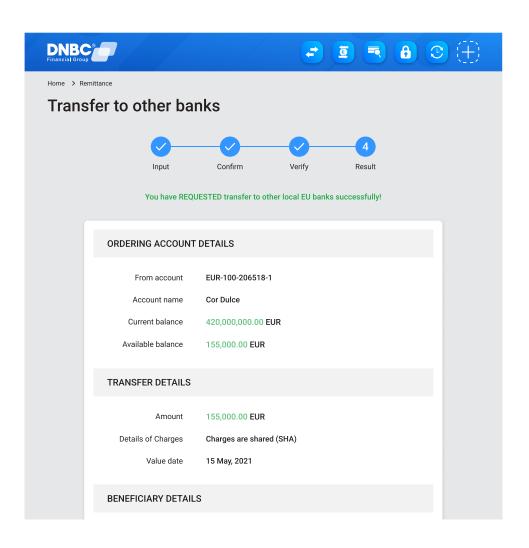
Step 7: Review your transfer details and choose your OTP receiving method.



Step 8: Enter the OTP verification code sent to your mobile phone number (SMS) or registered email.

OTP METHODS	
OTP receiving method	SMS
OTP receiving phone number	+84****518
Please che	eck the OTP sent to your mobile phone! (Ref. 868954)
OTP	Enter OTP
Do not received OTP code 30 seconds remaining	Sent to email Receive a SMS
	0.000
	CANCEL

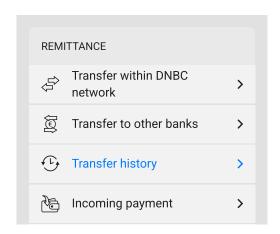
• Step 9: You have successfully requested transfer to another international account.

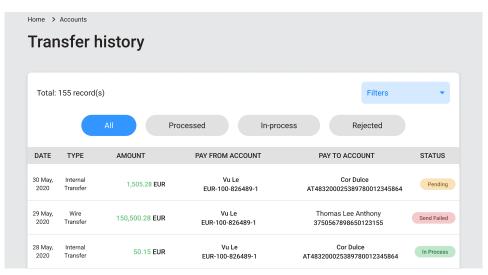


Transfer History

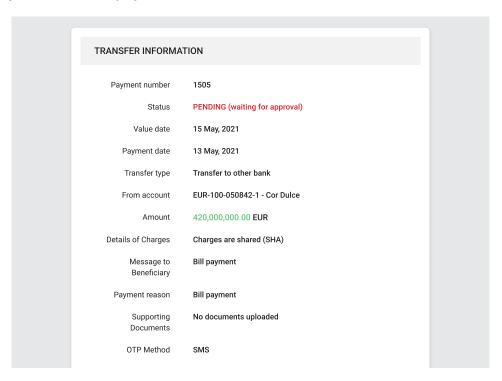
3

- Step 1: Click on "Transfer history" on the menu.
- Step 2: Click on the "Filter" to search for a specific beneficiary. Enter all the information about the transaction and click on "Find". A list of transactions with your selected period of time will be displayed. Otherwise, you can scroll down the screen to look for a specific transaction.





Step 3: Choose the transaction you want to check its transfer information such as status, payment date, or payment number.

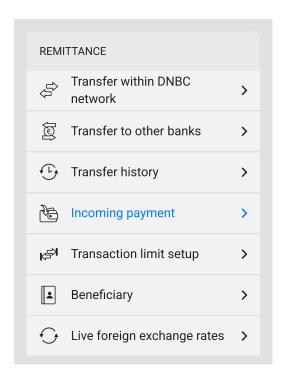


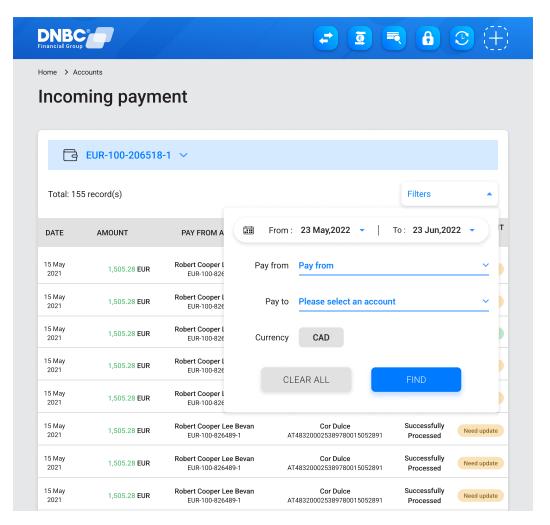
Incoming payment

You can check the status or any information of money that was transferred to your account (incoming payment) by this feature.

- Step 1: Select "Incoming payment" on the dashboard.
- Step 2: Click on "Filter" and Select the account you want to track transaction details.

Step 3: Click on "Filter" on the right corner to choose the period of time, currency, or a specific account you want to track transaction details. Then, click "Find". A list of filtered incoming transactions will be displayed.



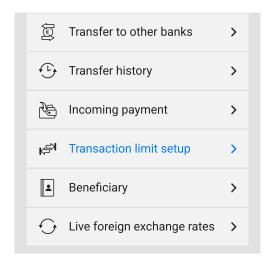


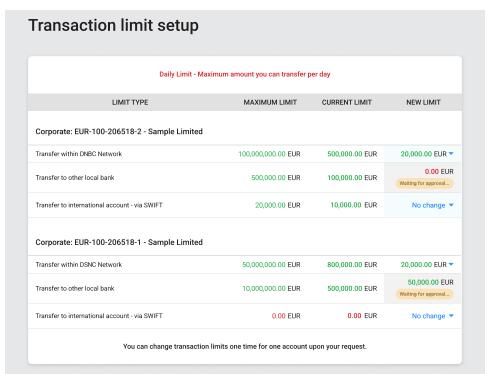
Transaction limit setup

5

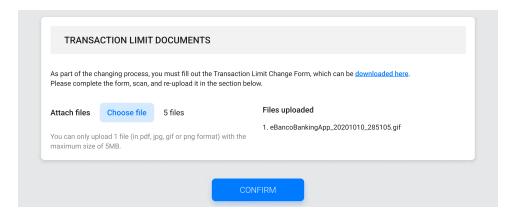
"Transaction limit" is the setting that limits your amount of transfering money during a day. Transaction limits may change depending on the application process when opening an account.

- Step 1: Click "Transaction limit setup" on the menu.
- Step 2: Click on the drop-down list to change the current transaction limit of your accounts. Remember that you may have only one time to change the limit for your account.





• Step 3: In order to change your transaction limit, you must complete the Transaction Limit Change Form, which can be located on that page. After uploading the files, click "Confirm" to continue.



6 Beneficiary

You can easily set up new beneficiaries and ease your money remittance process. It only takes seconds to start transferring to recipients once added in your beneficiary list (whether they are within DNBC networks or international).

Adding a new beneficiary within DNBC network:

Step 1: Select "Beneficiary" on the menu.

Transfer within DNBC network

Transfer to other banks

Transfer history

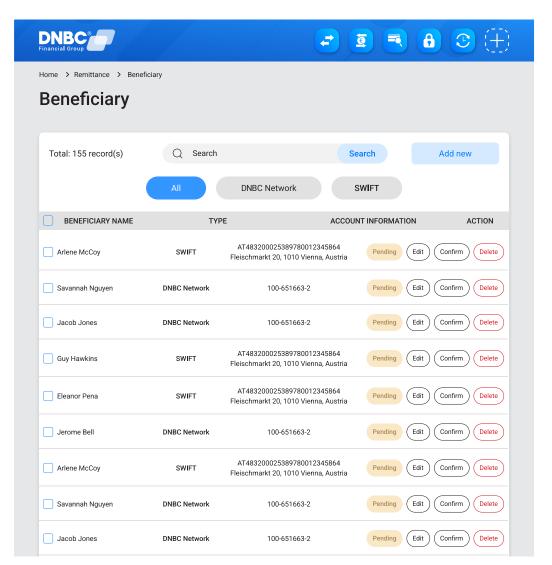
Incoming payment

Transaction limit setup

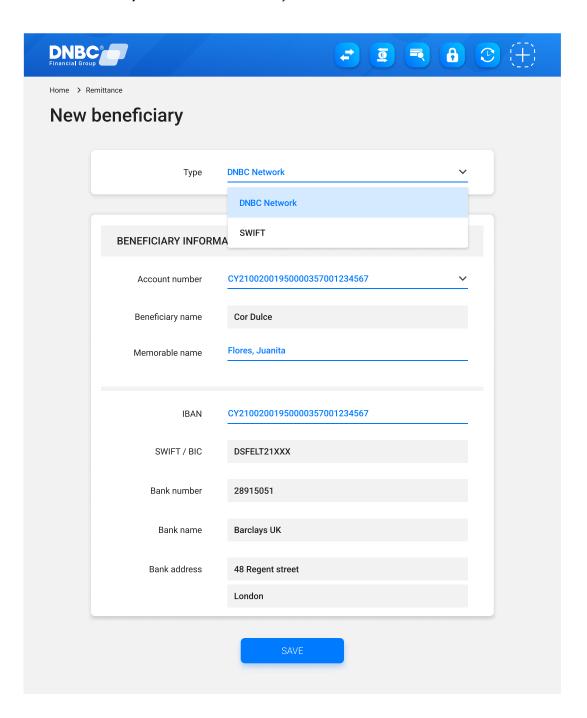
Beneficiary

Live foreign exchange rates

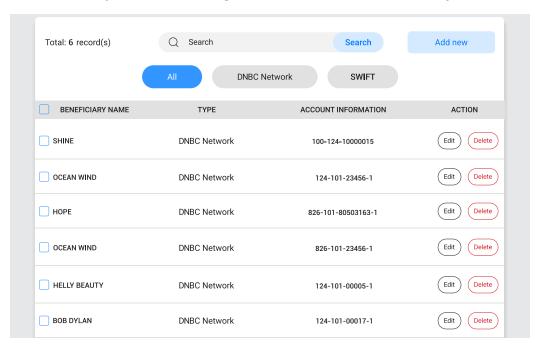
Step 2: Click the "ADD" button to save a new beneficiary.



Step 3: Choose beneficiary "Type" (DNBC network or SWIFT). If you are adding a personal IBAN/Bank Account, choose "Personal". Otherwise, choose "Corporate" to add a corporate IBAN/Bank Account. Fulfill the beneficiary's personal/corporate details and IBAN/Bank Account. Then, click "SAVE".

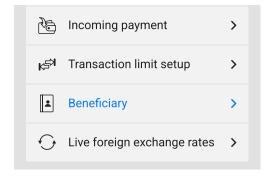


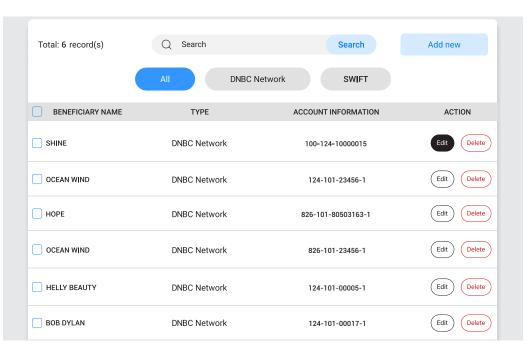
Step 4: A pop-up is going to notify you that "Create new receiver successfully", and you have done the process of adding a new international beneficiary.



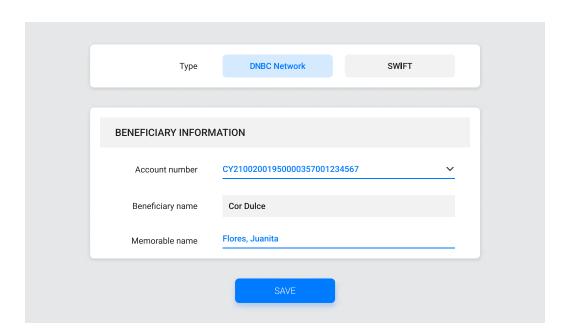
Edit or Delete a beneficiary:

- Step 1: Click on "Beneficiary" on the menu. A list of beneficiaries will be displayed.
- Step 2: Click on the "EDIT" button on the account you want to edit the information.

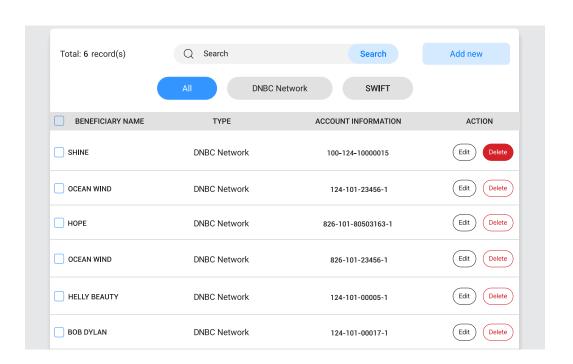




Step 3: Edit the information you need such as account number, memorable name, ect. Choose "SAVE" to confirm editing the beneficiary.



Otherwise, you can choose a specific beneficiary and click "DELETE" to remove the saved beneficiary.



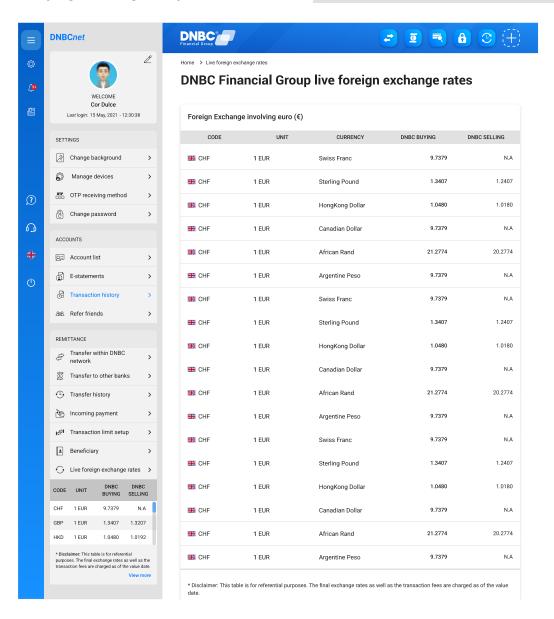
Live foreign exchange rates

This part is for customer's reference about the exchange rate of the money that DNBC buys from customers. This table will be updated real time on a daily basis.

Step 1: You can click on "Live foreign exchange rates" to access the full table of exchange rates with DNBC.

Live foreign exchange rates DNBC DNBC CODE UNIT **BUYING SELLING** CHF 1 EUR 9.7379 N.A 1 EUR 1.3407 GBP 1.3207 HKD 1 EUR 1.0480 1.0192 * Disclaimer: This table is for referential purposes. The final exchange rates as well as the transaction fees are charged as of the value date. View more

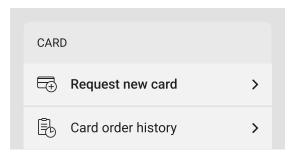
Step 2: Check out the latest updates of DNBC selling and buying exchange for your reference.



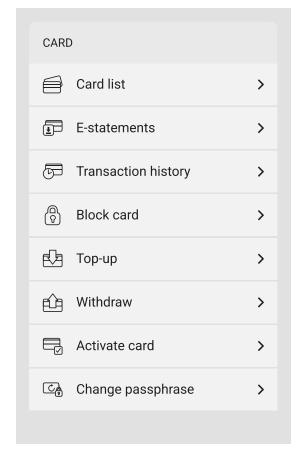
G CARD

Clients will have two types of card: **Physical** and **Digital**. DNBC payment cards are prepaid and globally accepted. You can top-up prepaid amounts to your card and use it to pay anywhere.

Menu With No Card Request



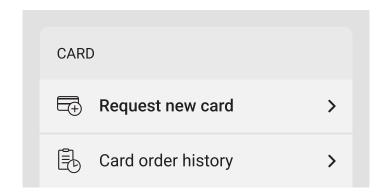
Menu With Card



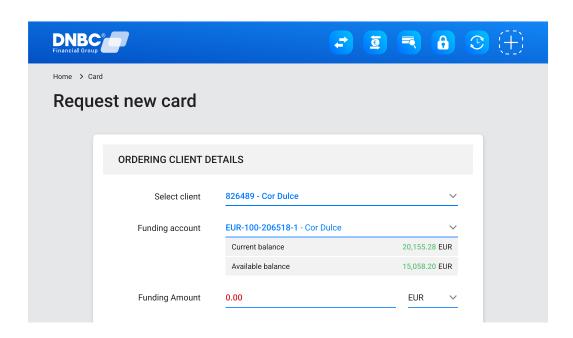
1 Request a new card

If you haven't owned a DNBC card, you can easily do so by applying for one via the "Request new card" feature.

Step 1: Click on "Request new card" from the menu.

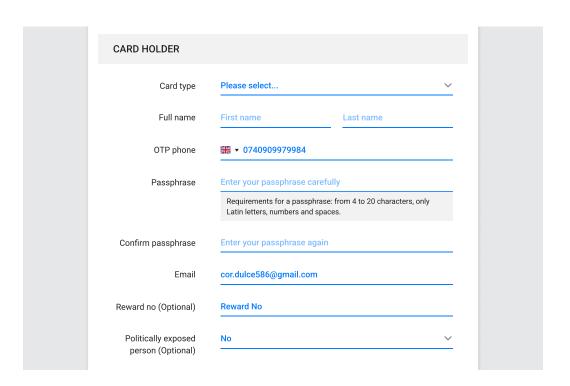


Step 2: Select the account you want to fund the prepaid amount to your card.



Step 3: Choose your type of card (Physical or Digital). Fill out carefully all the "CARD HOLDER" information (OTP phone, your Passphrase, ect).

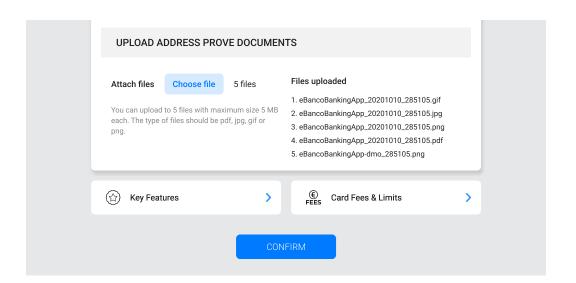
Note: Card passphrase is a new security practice that helps customers protect their payment card information and prevent frauds, cyberattacks.



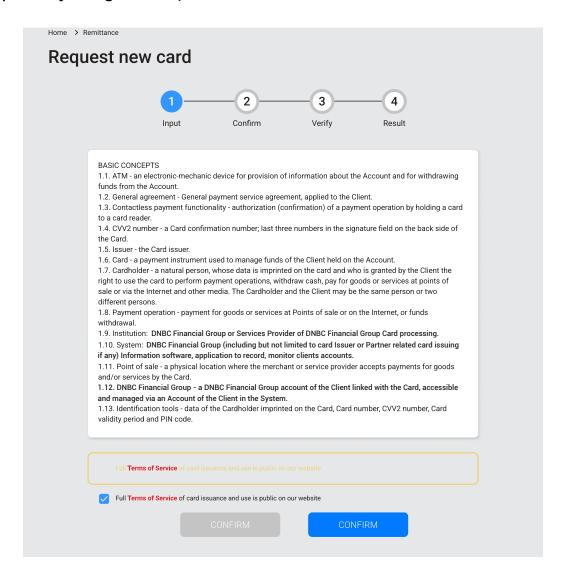
Fill in the correct delivery address and your current address for your card shipping. Make sure to choose the appropriate method of shipping for your convenience.

DELIVERY ADDRESS		
First name	Ben	
Last name	Ng	
Phone	▼ 0740909979984	
Street	1192 Cedan Height Manon	
City	Brussels	
Country	Lithuania - LT V	
ZIP code		
Shipping mode	DP tracked (EUR 15.00)	

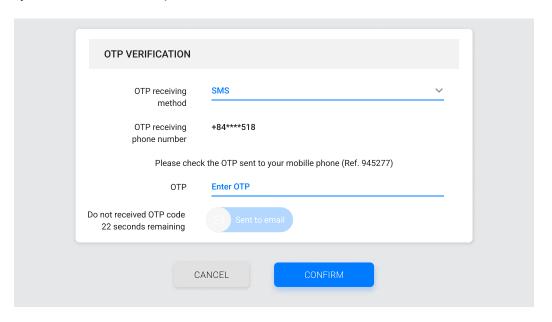
Step 4: Upload at least a document for your card application. Then click "CONFIRM" to continue.



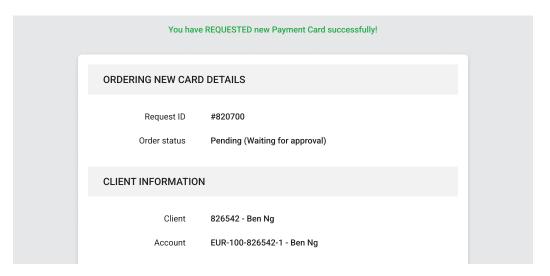
Step 5: Carefully read the terms and conditions for card use before checking the box to protect your rights. Then, click on "CONFIRM" to continue.



Step 6: Check your details and enter the OTP verification code sent to your registered phone number. Then, click on "CONFIRM" to continue.



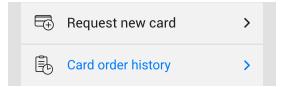
Step 7: Check the confirmation of a successful card request. You will also receive a confirmation email for your card request submission.



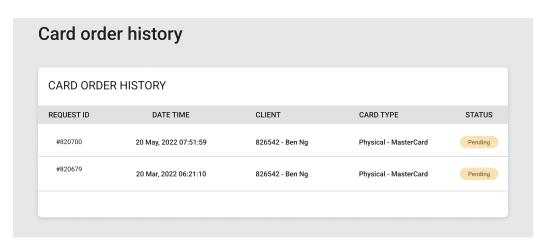
2 Card order history

You can easily track the status of your card request after submitting your request.

Step 1: Choose "Card order history" from the menu.



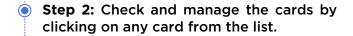
- Step 2: Click on any Card Order of the list to track details such as status, request information, delivery address, and funding information. You can also see a list of cards you have ordered with different statuses.
 - Completed: This status refers to payment cards leaving the manufacturer and currently on the way to their owner.
 - Processing: This status means that we have received your request and are currently working on it.
 - Reject: This status consists of rejected cards due to many causes. To find out exactly the reason for this rejection, please call our Relationship Manager.

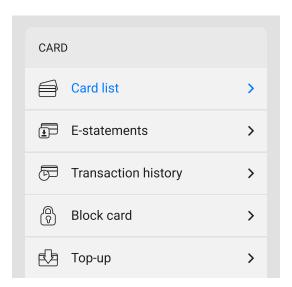


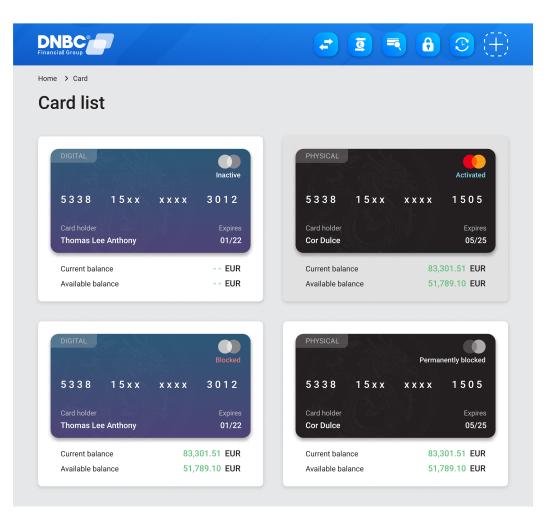
3 Card list

"Card list" is the list of your cards that have been successfully requested. The list can be shown with digital or physical cards. You can track the statuses of activated/inactive cards and manage your cards with this feature.

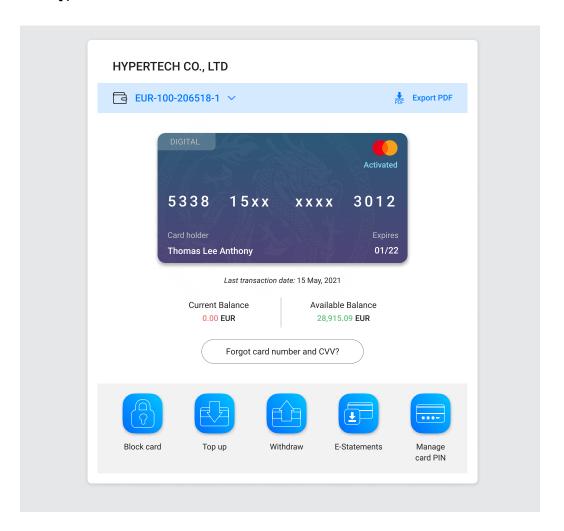
Step 1: Click on "Card list" on the menu







Step 3: Check out the card management dashboard. Here, you can check card balance, block/unblock your card, top-up money from the chosen account, withdraw money, and check the card statement.

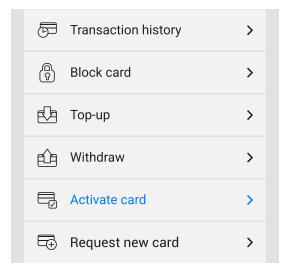


4 Activate card

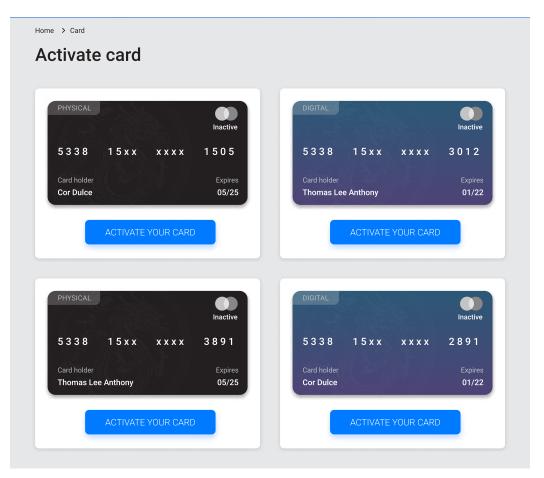
4.1. Physical card

After the client successfully requested to create and received the card, the next stage is to activate the card.

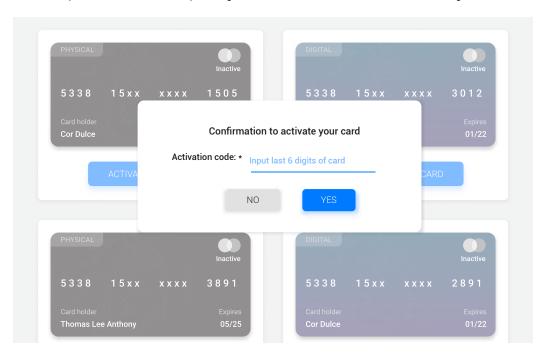
Step 1: Click on "Activate card" of the card section on the menu.



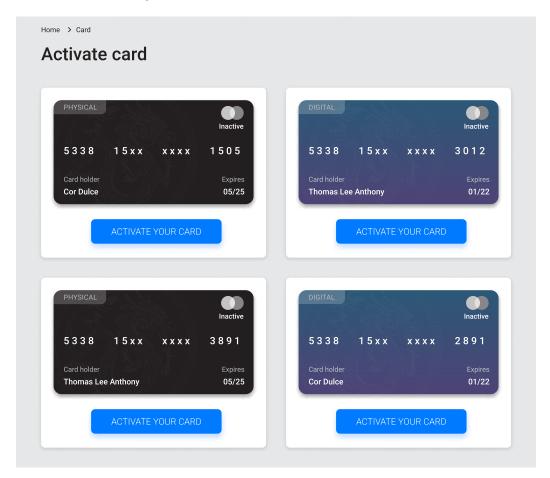
Step 2: Click on the "Activate Your Card" button for any physical card you want to activate.



Step 3: Confirm to activate your card by inputting the last 6 digits of the card you have just received, then click "YES", and your card is activated successfully for use.

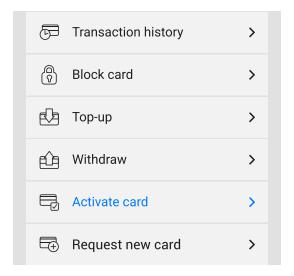


• Step 4: Check the status of your card.

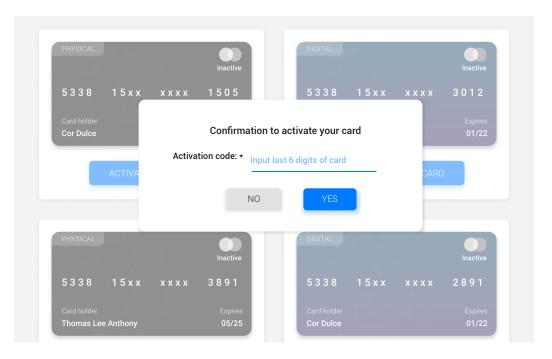


4.2. Digital card

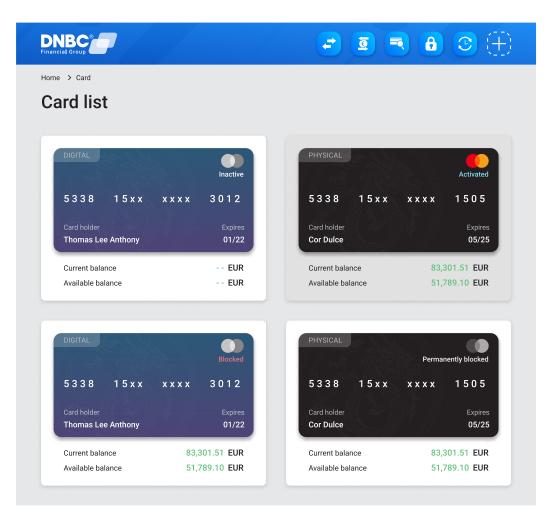
Step 1: Click on "Activate card" on the menu.



Step 2: Click on the "Activate Your Card" button for any digital card you want to activate.



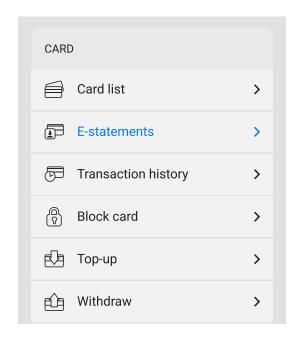
Step 3: Check the status of your card.



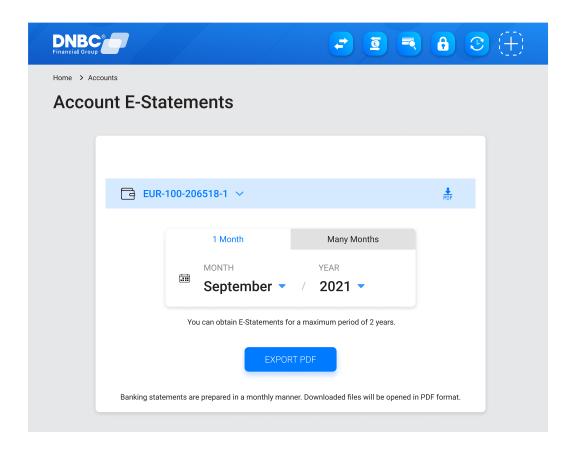
5 E-statements

Customers can download e-statements from DNBCnet for your cards. You can also export e-statements of your transactions within 1 month or in many months.

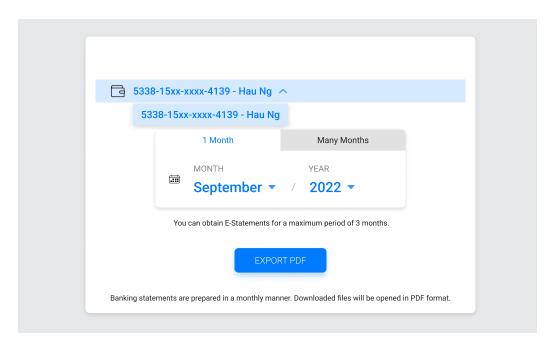
Step 1: Click on "E-statements" on the menu.



Step 2: Select the card you want to track.



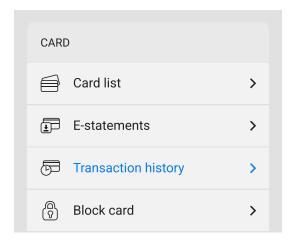
Step 3: Select the time to export your e-statements in a specific month or many months. Then, select "Export PDF".

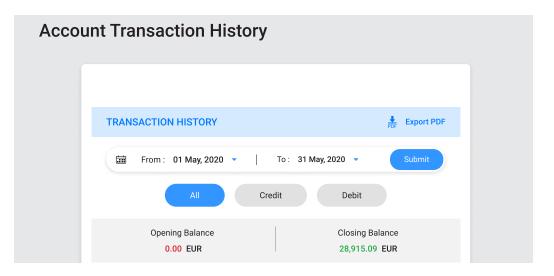


6 Transaction history

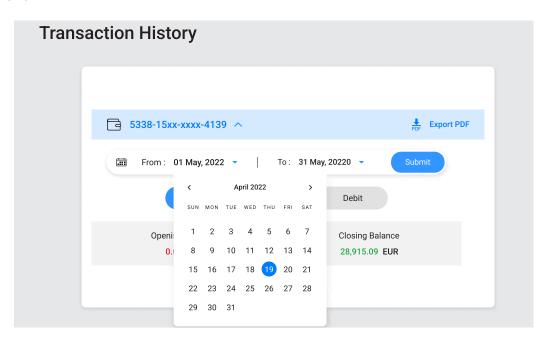
Transaction history of your card is where you can track both incoming and outgoing transactions of your payment cards. Select a card you want to track, select the date and DNBCnet will process.

- Step 1: From the card section on the dashboard, choose "Transaction history".
- Step 2: Select the card you want to track.





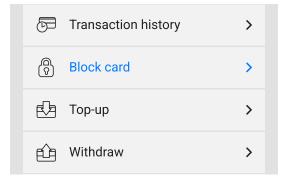
Step 3: Select the period of time you want to track. Then, transactions within the selected time period will be displayed. You can easily export the PDF file for these transactions.

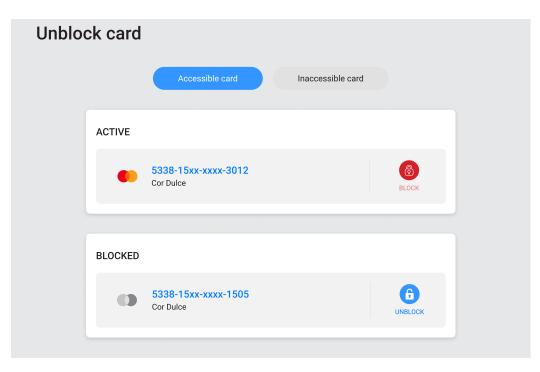


7 Block/Unblock card

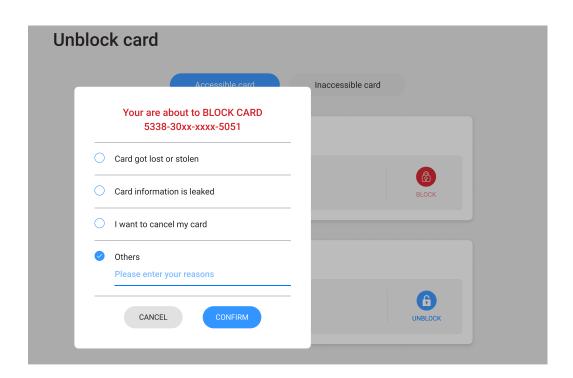
7.1. Block card

- Step 1: From the menu, click on "Block/Unblock card".
- Step 2: Choose a specific active/blocked card from the "Accessible cards" list

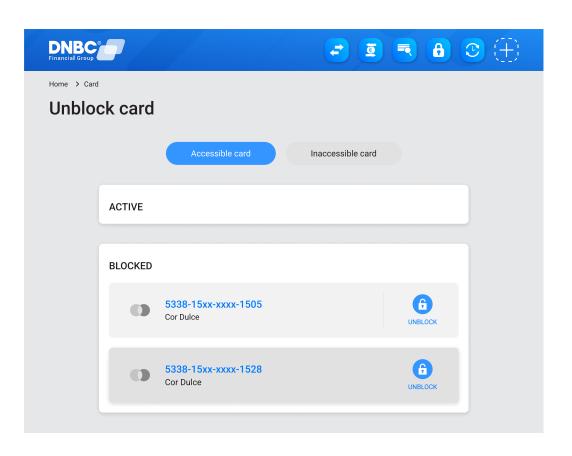




Step 3: Choose BLOCK any card from the "ACTIVE CARDS" list you want and choose your reason to block the payment card. Then, choose CONFIRM.

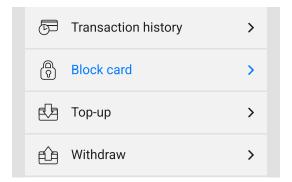


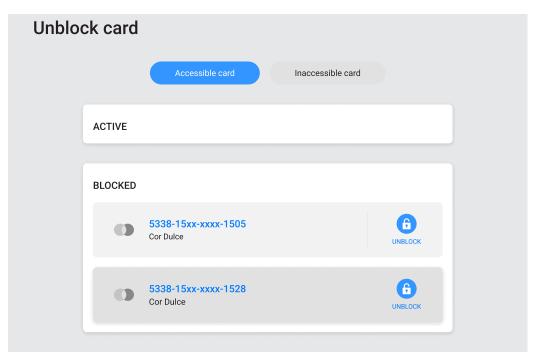
Step 4: Your card is now blocked and some features are unavailable until you unblock the card.



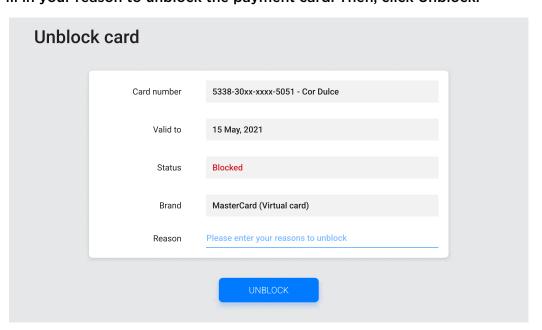
7.2. Unblock card

- Step 1: From the menu, click on "Block/Unblock card".
- Step 2: Choose the card you want to unblock by clicking "UNBLOCK".

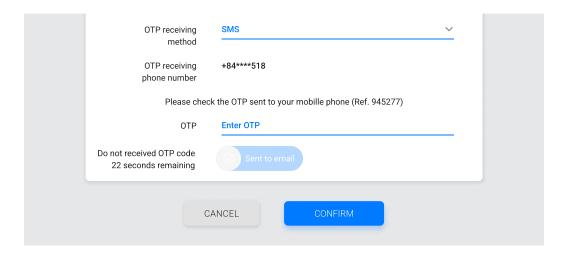




Step 3: Fill in your reason to unblock the payment card. Then, click Unblock.

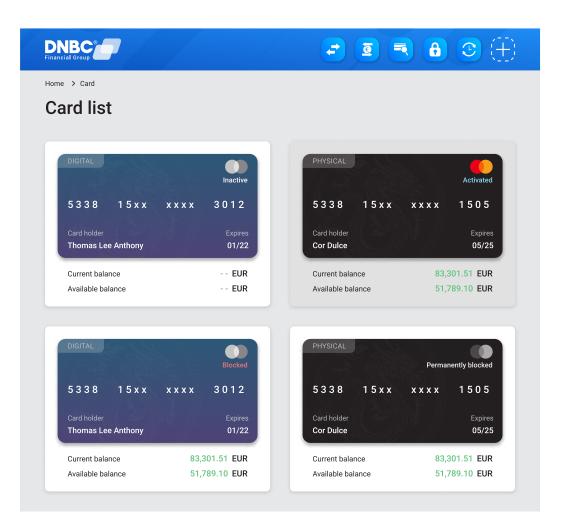


Step 4: Enter the OTP sent to your phone number (or email) after that.



Your card will be unblocked and all features are available. Click OK or wait for 10s to go back to the homepage.

*Note: The unblocking process may take up to a few minutes before you can use your card like usual.

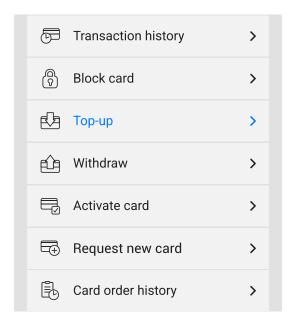


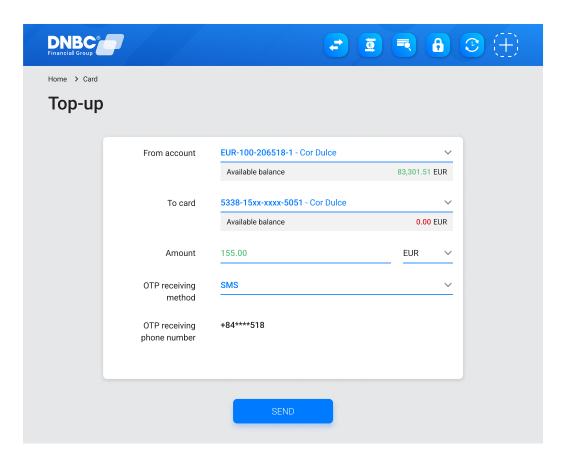
8 Top-up

You can add/deposit your card from your current account with the top-up function.

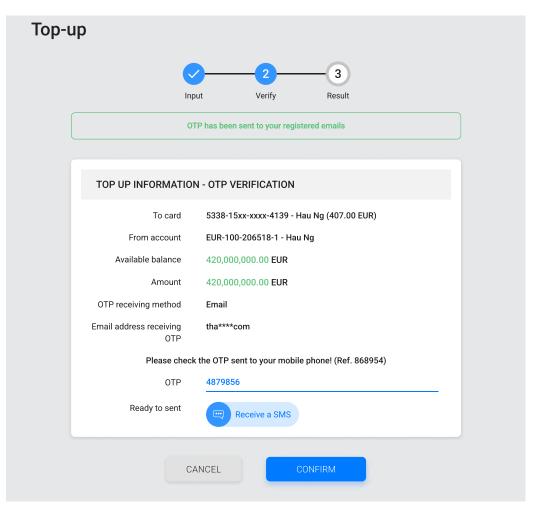
• Step 1: Click the "Top-up" button of the card section on the menu.

Step 2: Select the card you want to top-up, and choose the account you want to withdraw from. Fill in the amount of money you need to top-up, then click "CONFIRM".

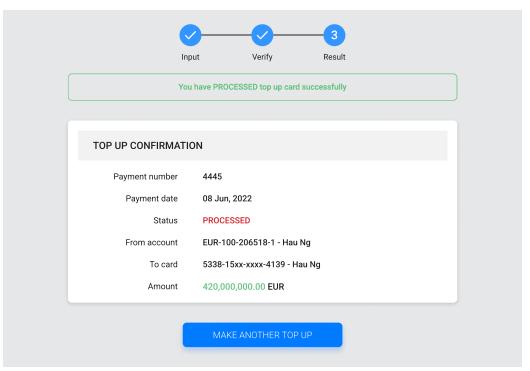




Step 3: Enter the OTP sent to your phone number, then click "CONFIRM".



Step 4: Your top-up request is done successfully. Now you just wait for the approval from DNBC's system.

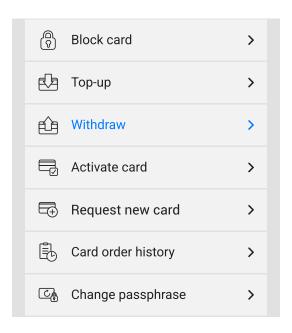


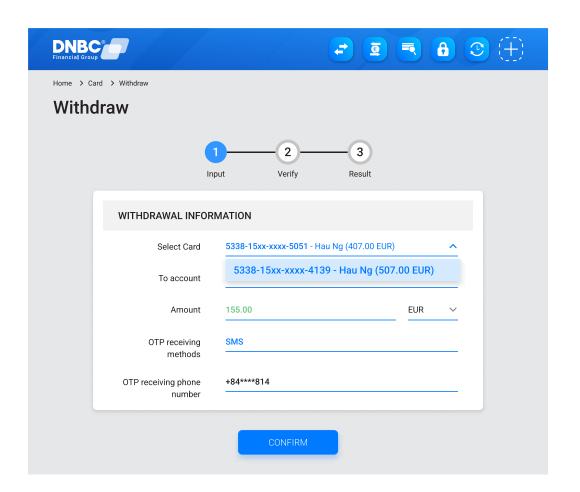
9 Withdraw

You can also deposit your current account from your cards with this function.

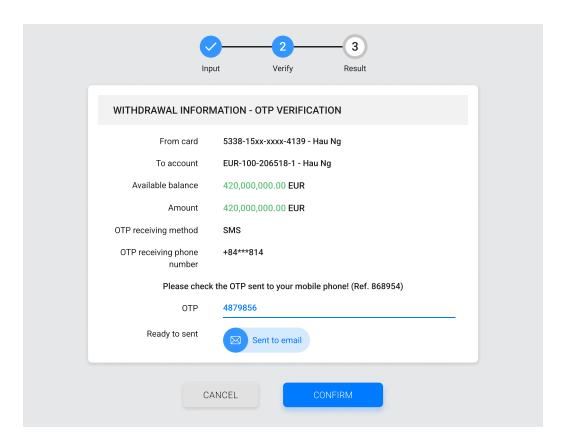
• Step 1: Click the "Withdraw" button of the card section on the menu.

Step 2: Select the card you want to withdraw, then choose the account you want to deposit. Fill in the amount of money you need to transfer, then click "CONFIRM".

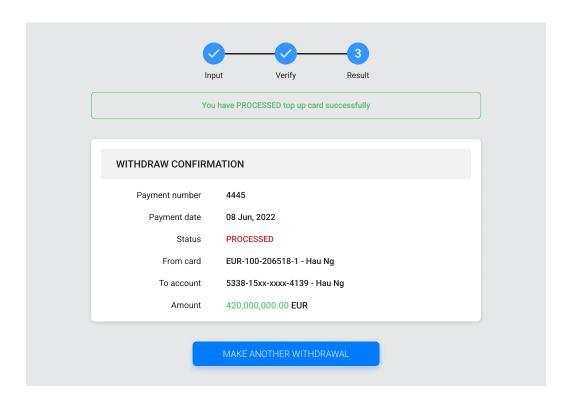




Step 3: Enter the OTP sent to your phone number via SMS or email, then click "CONFIRM".



Step 4: Your money has been withdrawn successfully from your chosen card.

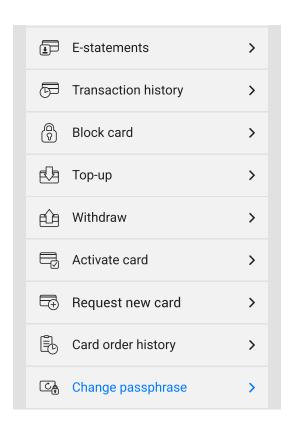


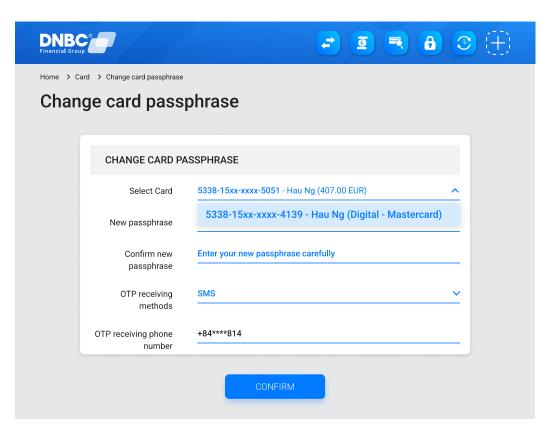
10 Change card passphrase

You can easily change the passphrase of your card for convenience with this feature.

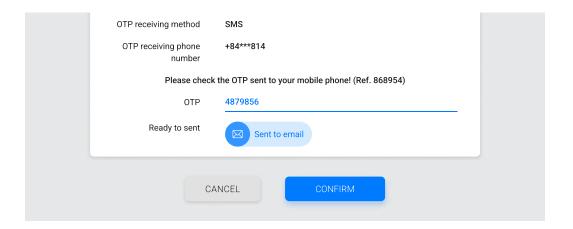
Step 1: Click on Change card passphrase on the menu.

Step 2: Choose the card you want to change its passphrase. Type a New passphrase in the New passphrase field. Then, re-enter the new passphrase in the next field to confirm it. Finally, click "CONFIRM".

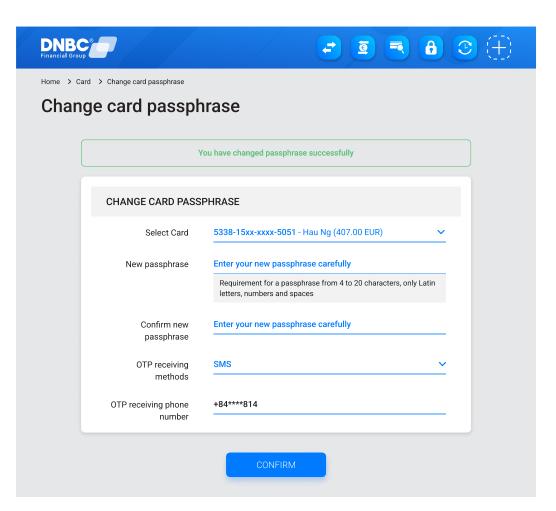




Step 3: Enter the OTP verification code sent to your phone number and click "CONFIRM" again to complete changing your card passphrase.



Step 4: You have successfully changed the passphrase of your card. You may continuously change your passphrase again by repeating the previous steps.



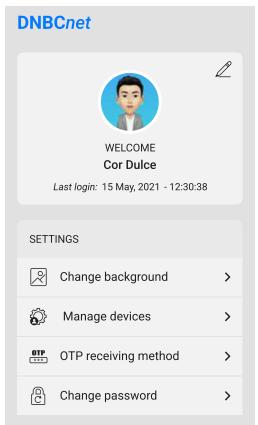
H SETTINGS

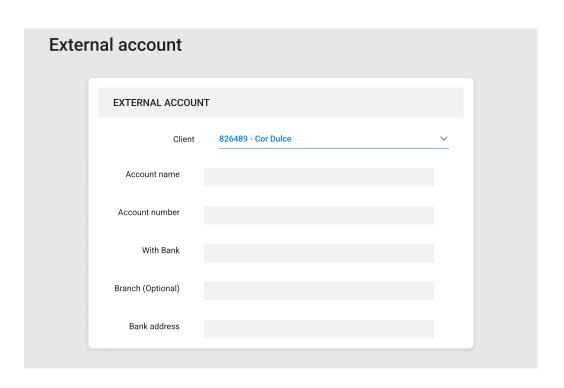
1 External account

This section will show the customer's other backup account. When you first open an account, you can provide this information.

Step 1: Click on the "External account" button of the setting section on the menu.

Step 2: You can view your external account's information such as account name, account number, bank's name, ect. If you want to edit the information, you can click on the information and change it. Then, click "SUBMIT" to send the updated information to DNBC's system. When there is an emergency or problem, DNBC can send money to customers through this external account.

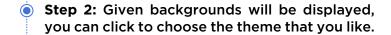


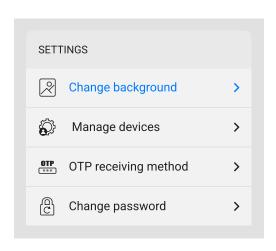


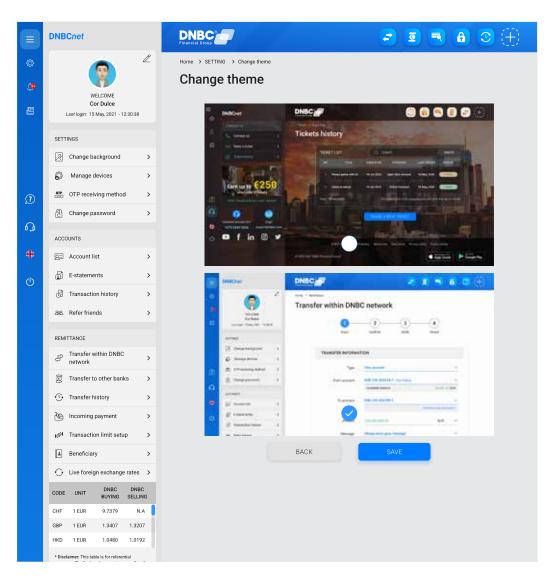
2 Change background

You can change the background of internet banking according to your personal preferences. There are different backgrounds for you to choose.

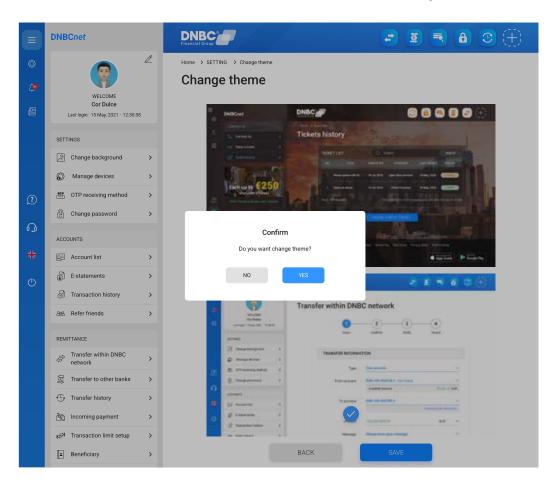
Step 1: Select "Change background" on dashboard.



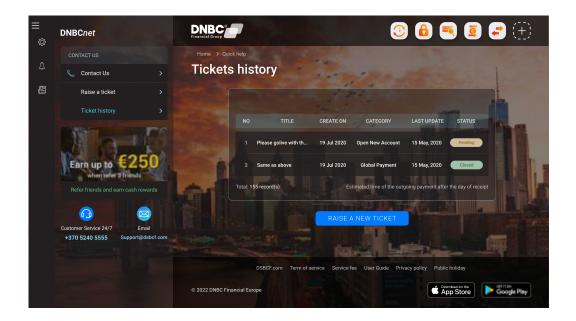




• Step 3: Click on the "SAVE" button and "YES" to save the new background.



Step 4: You have successfully changed your theme background.

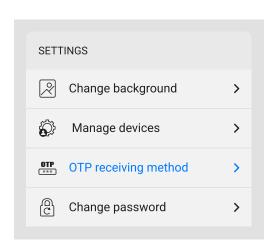


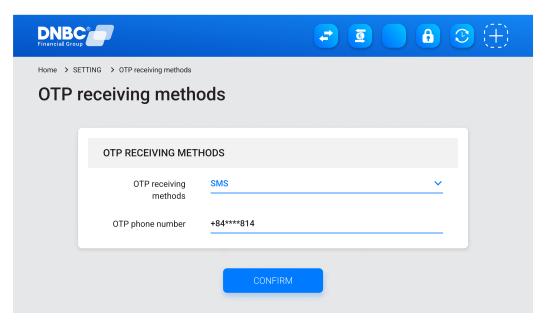
OTP receiving method

OTP code of DNBCnet will be sent via your SMS or email. You can go to the "OTP receiving method" section to check your registered phone number information.

Step 1: Select "**OTP receiving method**" button of the settings section on the menu.

Step 2: Check and request to change the OTP receiving method by choose on the top menu.

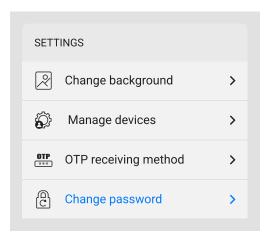




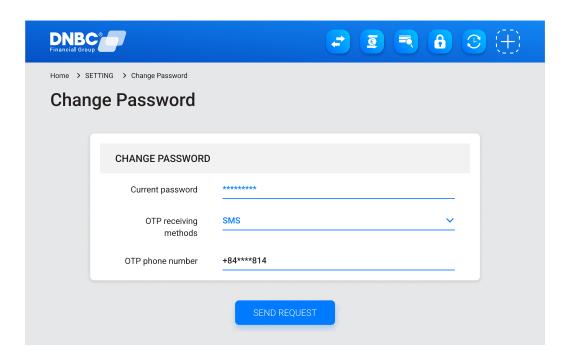
4 Change password

You are encouraged to change your password periodically via this feature to protect your account.

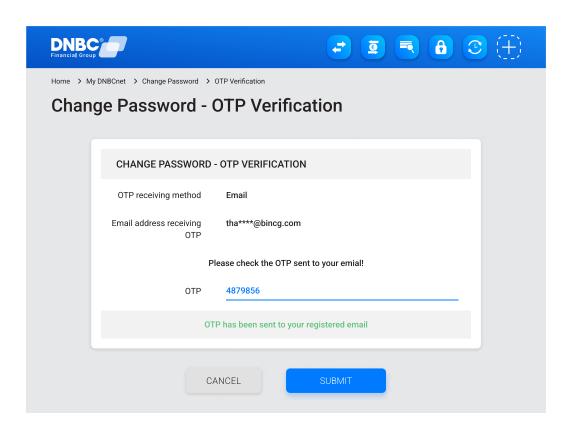
Step 1: Click on the "Change password" button of the setting section on the menu.



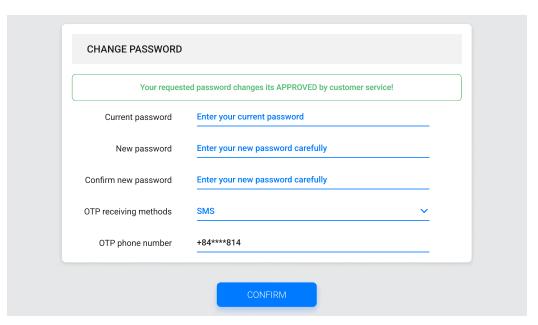
Step 2: Input your current password and click "SEND REQUEST".



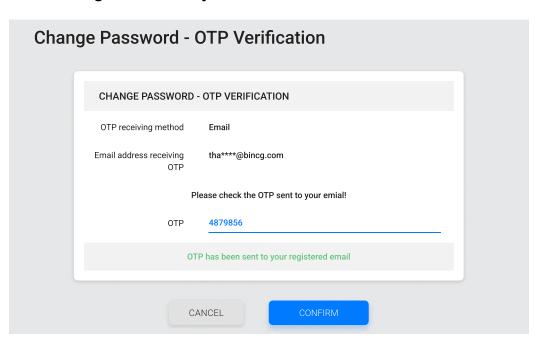
Step 3: Enter the OTP sent to your mobile phone. Then your request will be sent to us for approval.



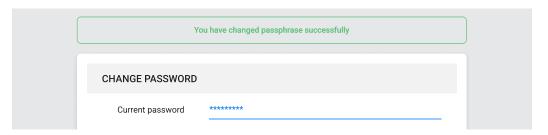
Step 4: Then, after your request has been approved, you will see the dashboard of "Change password" allow you to change your password. Enter your current password again and create your new password. Then, click "CONFIRM".



Step 6: Enter the OTP sent to your phone then click "CONFIRM" and your password will be changed successfully.



Step 7: You have changed your password successfully



QUICK MENU

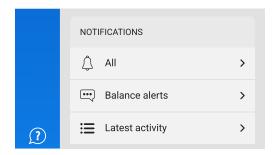
1 Notifications

By clicking on the bell icon on the menu, your left lenu will switch to the "Notifications" section and help you to track your activities.

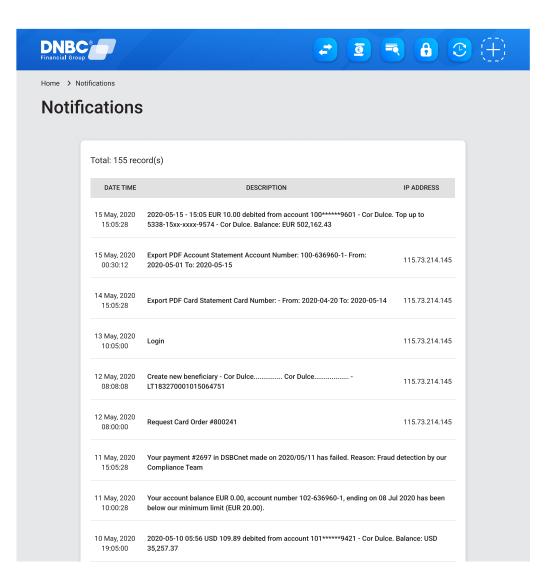
1.1. All record

This section will show all the activities the customer has done on the account so far. To be able to track the customer's past activities, follow these steps:

Step 1: Click "All" on the menu.



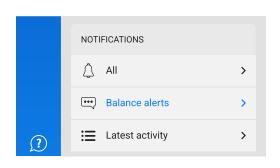
Step 2: A record of all past activities such as transfer information, login time, or changing password will be displayed. You can track back for reference.

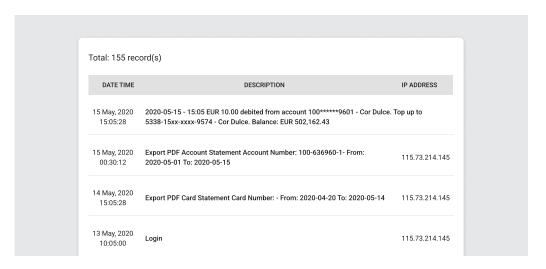


1.2. Balance Alert

This section will display notifications about money transactions in and out of your account.

- Step 1: Click on "Balance Alert" on the menu to access the feature.
- Step 2: Check the information of outgoing/ incoming transactions that affect your balances.

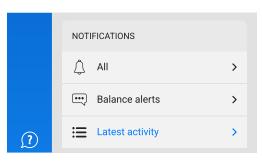


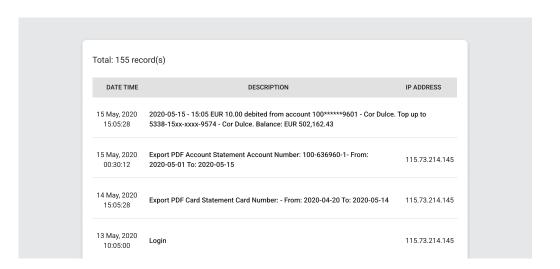


1.3. Latest activities

This section will show you the activities you have done most recently.

- Step 1: Click on "Latest Activity" to access the feature.
- Step 2: You can track the latest activities you have done.



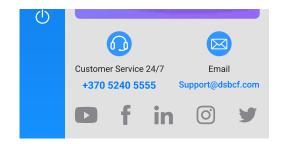


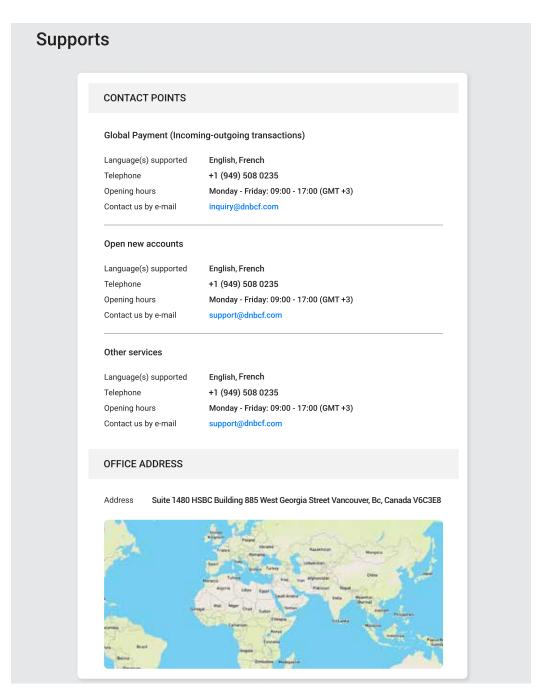
2 Support

This part is where you can ask for support from DNBC. You can raise any questions, contact DNBC through a direct call, email, or send a ticker.

2.1. Contact us

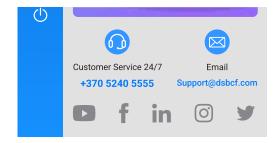
- Step 1: click on the icon support section. Then, click on "Contact us" on the menu to access this feature.
- Step 2: View the details and make contacts corresponding to your demand.



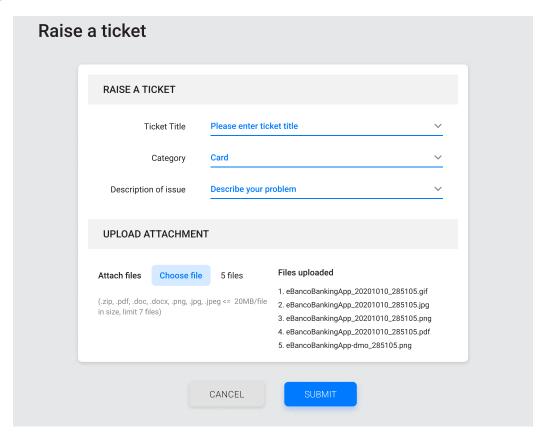


2.2. Raise a ticket

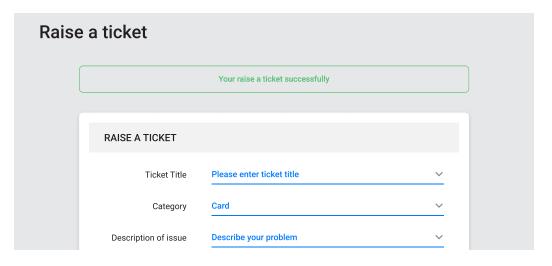
• Step 1: Click on the icon support section. Click on "Raise a ticket" on the left menu to access this feature. This section is for customers to raise issues or opinions using the service on DNBCnet Internet Banking.



Step 2: Enter the details of your inquiry, and attach the necessary document. Then, click "SUBMIT".

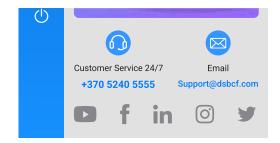


Step 3: You have successfully sent your ticket to the DNBC Support Department.

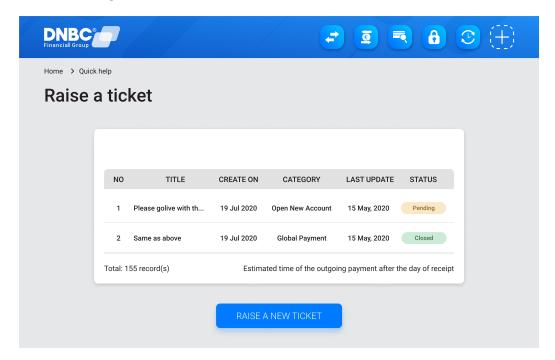


2.3. Raise a ticket

• Step 1: Click on the icon support section. Click on "Ticket history" on the left menu to access this feature.



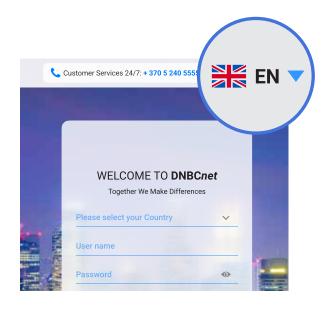
Step 2: View and track all tickets for raising issues. Otherwise, you can search for a specific ticket following its title or choose to make a new ticket.



Change language

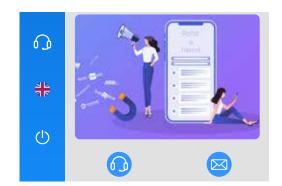
DNBC Financial Group is an international financial institution that offers payment services worldwide. We also provide many languages so that customers can enjoy a better experience while using our mobile banking app. New languages are being updated regularly to provide customers with the best experience. English is currently the first language.

At the login dashboard, you can adjust your preferred language.

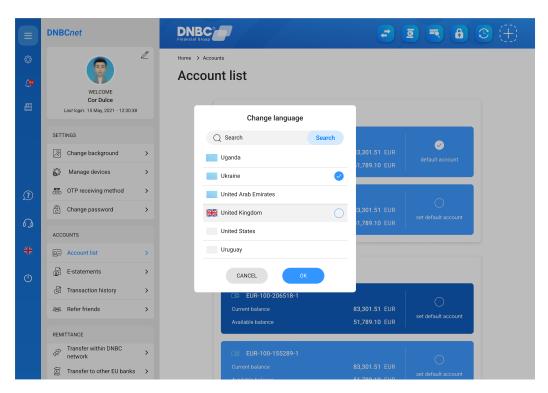


Otherwise, login to your current account and follow the instructions:

Step 1: Log in to your account in DNBCnet
Internet Banking. Click the icon



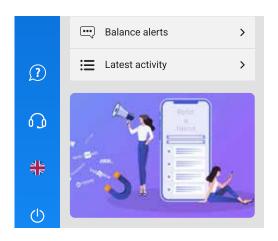
Step 2: Search the language you want to change into, then click "YES".

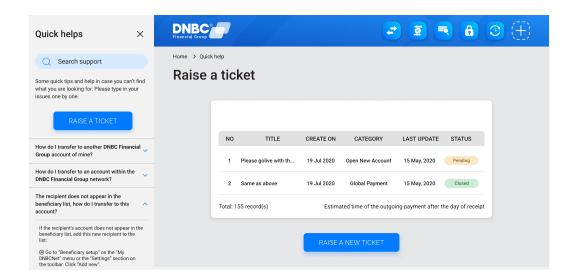


4 Quick help

Step 1: Click on the button to access the "Quick help" feature.

Step 2: Then, you can search for tips or any questions. Furthermore, you can choose "RAISE A TICKET" for DNBC to answer your question.





5 Log out

You can easily log out to your current account by clicking the button

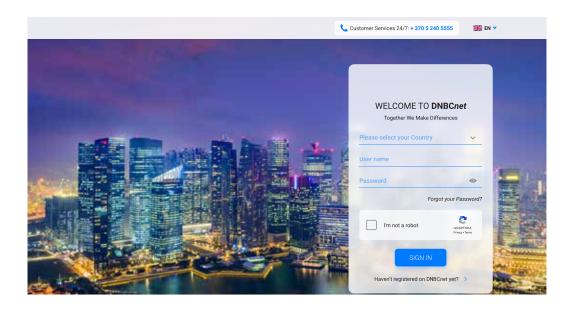
Step 1: Click on the button on the left menu.



Step 2: Click "YES" to confirm your logging out process or "NO" to return to the current dashboard.



Step 3: You have successfully logged out to your current account.



HELPS

1 User guid

Step 1: You can view the instruction file of using DNBCnet Internet Banking in detail by clicking on the "User guideline" section on the menu.

You can also download the file for later use by clicking on the download button.

Step 2: Scroll down to the Table of Content (TOC). Find the section you want to be answered and the page from the TOC.

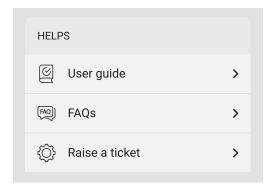
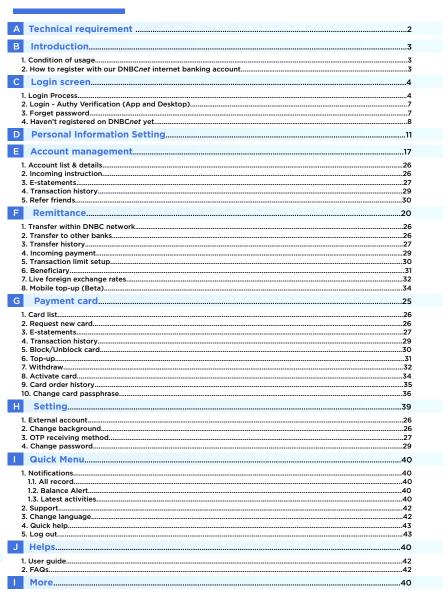


TABLE OF CONTENT

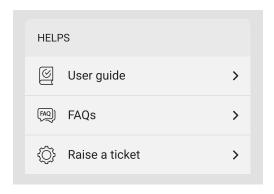


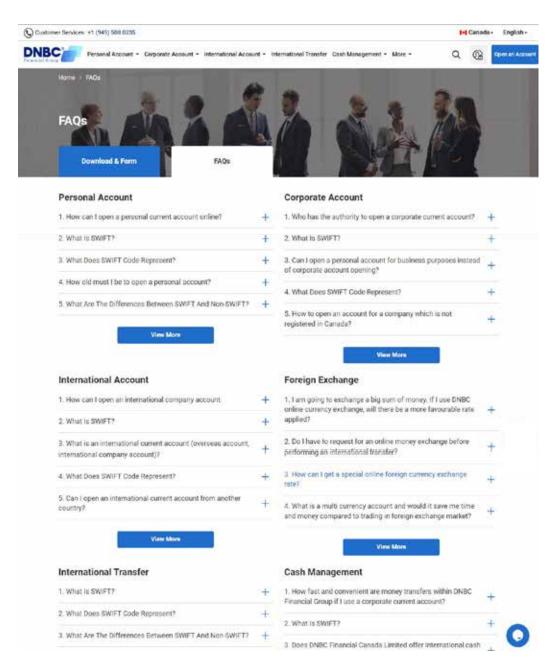
2 FAQs

This section will show you the questions that users often ask when using the service at DNBC.

First, click on the "FAQs" section on the dashboard.

By clicking on "FAQs" you will be directed to DNBC's website with a list of frequently asked questions for references.





K MORE

1 Fees and charges

This section will show you the fees of services at DNBC.

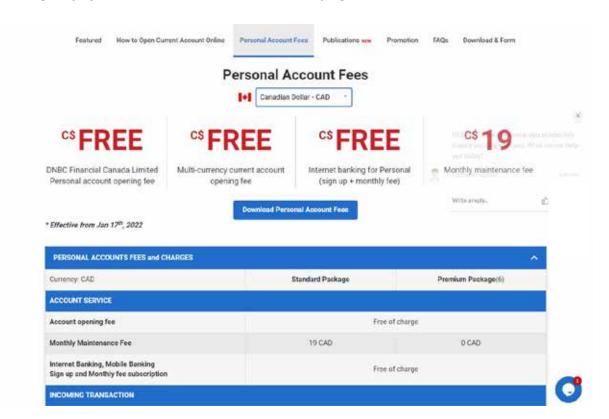
Step 1: On the menu, click on the "Fees and Charges" button.



Step 2: The fees usually include service fees at DNBC. Here, you can also check your current account and service fees updates.



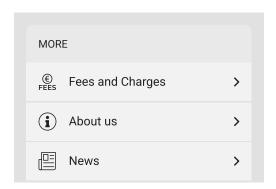
Step 3: Click on the service group you want to check the fees. After clicking on the service group, you will be redirected to the fee page on DNBC's official website.

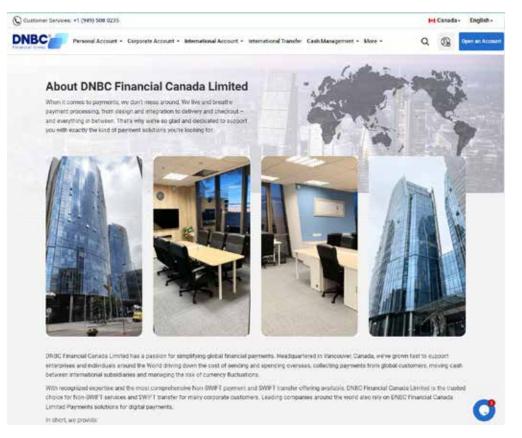


2 About us

This section will help you to understand about DNBC business footsteps and more.

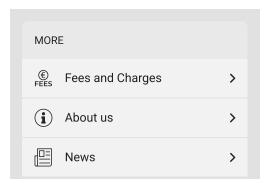
- Step 1: On the menu, click on the "About us" button.
- Step 2: It will lead you to the introduction page that describes DNBC businesses.



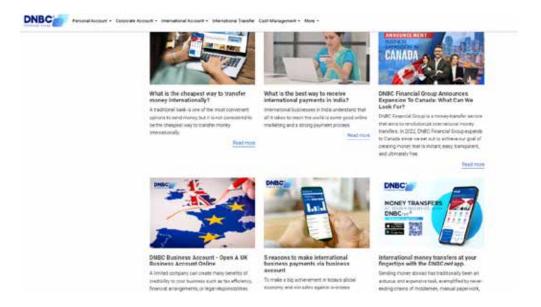


3 News

• Step 1: On the menu, click on the "About us" button.

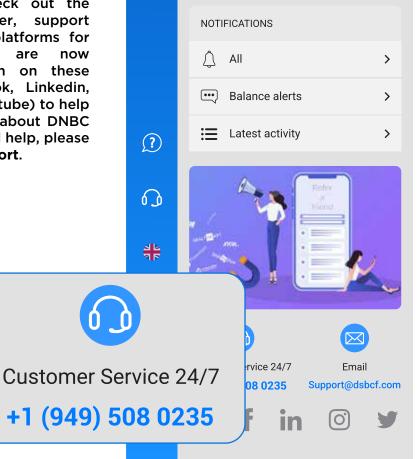


Step 2: It will lead you to the insight page that introduces you to read the publications, service articles, and announcements from DNBC.



Quick Contact

In addition, you can check out the customer support number, support email, and social media platforms for your convenience. We are now publicizing all information on these social platforms (Facebook, Linkedin, Twitter, Instagram, and Youtube) to help you get a better overview about DNBC Financial Group. If you need help, please contact our Customer Support.



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Before continuing to access and use our internet banking, you must obtain all required consents and approvals from us as well as your companies, from any customers, clients, and other third parties who may be impacted, or may need to consent to your access and use of the internet banking and any of the features, opportunities, and services provided through the our internet banking, whether such consents and approvals are required by laws.

PRIVACY POLICY AND TERMS OF USE

Information that you provide or that we collect about you and your businesses through your access to and use of the internet banking is subject to our <u>Privacy Policy</u>, and the terms of which are hereby incorporated to <u>Terms of Use</u> as references. We encourage you to read and become familiar with our privacy practices.

SECURITY

DNBC Financial Group takes such commercially reasonable measures as it deems appropriate to secure and protect information transmitted to and from our internet banking platforms. Nevertheless, we cannot and do not guarantee that any such transaction conducted on or through our internet banking, are or will be totally secure from on the behalf of one side. You are responsible for maintaining the confidentiality of your account and account number and any other user identifier or unique name or number identifying you (all of the foregoing, collectively, your "Username") and any password used in connection with your use of the internet banking, and you are fully responsible for all access and any activity that occurs through use of your Username or Password. You agree to immediately notify DNBC Financial Group of any unauthorized use of your Username or Password, or of any breach of security or of which you become aware. DNBC Financial Group cannot be liable for any loss or damage arising from any unauthorized access or use of your Username or Password.



CANADA HEAD OFFICE

Address: Suite 1480 HSBC Building 885 West Georgia Street

Vancouver, Bc, Canada V6C3E8

Email: support@dnbcf.com **Hotline:** + 1 (949) 508 0235

Website: www.dnbcnet.com