Pay to

PayTo feature instructions.

How to view a PayTo Agreement

- 1 Log into Online Banking with your member number and password.
- 2 Select "Transfer/Pay", then "PayTo Agreements" in the top navigation bar.
- 3 Complete 2-factor authentication (either Secure SMS).
- 4 You are now viewing a full list of PayTo Agreements linked to your accounts. Select an agreement to review the details.

How to authorise or decline a PayTo Agreement

- 1 Follow the instructions for "How to view a PayTo Agreement".
- 2 Select the agreement you wish to action (this will be in the status "Action Required"). This will open the details of the PayTo Agreement.
- 3 Once you have reviewed the details of the PayTo Agreement, click the "Authorise" or "Decline" button located at the bottom of the screen.
- 4 Confirm the action.



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< РауТо А	greemer	nt Details			
Authorise or decline th	iis PayTo agreem AM ACST.	ent by 07/09/2023	11:05		
Status		Action	equired		
Payee	B	Beauticare on behal	f of CBA		
Description		Fitn	ess First		
From account	Eve	nyday Access 40	01632		
Amount		\$25.00 up to \$10 trai	0.00 per isaction		
Start date		06/0	19/2023		
End date		25/0	19/2023		
Frequency		Fortnightly on Th	ursdays		
Automatic renewal			No		
	View full details	~	_		
Decline		Author	ise		
			_		



Ukrainian Credit Co-operative Lto

PayTo feature instructions.



How to pause a PayTo Agreement

- 1 Follow the instructions for "How to view a PayTo Agreement".
- 2 Select the PayTo Agreement you wish to pause (it will be in the status "Active"). This will open the details of the PayTo Agreement.
- 3 Click the "Pause" button at the bottom of the screen.
- 4 Confirm the action.

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< Paylo Agr	eement Detai	IS		
Status		Active		
Payee	Beauticare on beh	half of CBA		
Description	G	old Facials		
From account	Everyday Access 40016	Change		
Amount	\$25.00 up to \$ t	100.00 per transaction		
Start date	2	8/08/2023		
End date	2	5/09/2023		
Frequency	Fortnightly on	Thursdays		
Automatic renewal		No		
Vie	w full details 🗸			
Cancel		Pause		
Home Loan Key Fact Sheet Corporate	All P Inter	Foducts rest Rates		

How to cancel a PayTo Agreement

- 1 Follow the instructions for "How to view a PayTo Agreement".
- 2 Select the PayTo Agreement you wish to cancel (the agreement can be in the status "Active", "Paused by customer", "Paused Review Required" or "Paused by Initiator). This will open the details of the PayTo Agreement.
- 3 Click the "Cancel" button at the bottom of the screen.
- 4 Confirm the action.





Ukrainian Credit Co-operative Lto

PayTo feature instructions.



How to change the payment details linked to a PayTo Agreement

- 1 Follow the instructions for "How to view a PayTo Agreement".
- 2 Select the PayTo Agreement you wish to make the changes to. This will open the details of the PayTo Agreement.
- 3 Next to the selected account/PayID, click the "Change" button. This will open a list of eligible accounts.
- 4 Select the account/PayID you want to change to, and press "Save".

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< PayTo Agr	eement Detail	s		
Status		Active		
Payee	Beauticare on beh	alf of CBA		
Description	Go	old Facials		
From account	Everyday Access TST	One	1	
	400163	Change		
Amount	\$25.00 up to \$1	100.00 per ransaction		
Start date	20	8/08/2023		
End date	2	5/09/2023		
Frequency	Fortnightly on	Thursdays		
Automatic renewal		No		
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		- 1		
Cancel		Pause		
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Home Loan Key Fact Sheet	All P	roducts		







PayTo feature instructions.

How to resume or cancel a Direct Debit which is being migrated to a PayTo Agreement

- 1 Follow the instructions for "How to view a PayTo Agreement".
- 2 Select the agreement you wish to action (it will be in the status "Paused Review Required"). This will open the details of the Agreement.
- 3 After you have reviewed the details of the PayTo Agreement, click the "Resume" or "Cancel" button at the bottom of the screen.
- 4 Confirm the action.

< PayTo /	Agreemen	t Deta	ils	
Status		Paused	by customer	
Payee		Indue on b	ehalf of CBA	
Description		This is a shor	t description	
From PayID	lesya@dniste	r.com.au	Change	
Amount		\$15.00 up to	\$100.00 per transaction	
Start date			07/09/2023	
End date			25/09/2023	
Frequency		Fortnight	ly on Fridays	
Automatic renewal			No	
	View full details 🗸			
Cancel			Resume	

Contact us.

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Ukrainian Credit Co-operative Ltd