Standing order

MANUAL - STANDING ORDER in GOonline Biznes

After logging into GOonline Biznes, select Payments -> Standing orders,

Previous version	n of the system	Session til	me 04:58	C EXTEND			•	-	🖢 Anna 🗄	Sadu	~	U÷ Logou
💽 BNP F	PARIBAS											
Accounts		, Standi	ing orc	lers								
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Payments												
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Counterpartie	es								expiry da	le 🗢		
Payments terr	mplates	Records p	er page: 💈	200 🗸 1-1	1 of 1 item	S						
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O Cut-off times for outgoing transfers

Complete the fields

× CLEAR FORM

- Account select an account number from the list
- Recipient select a counterparty from the list or enter the data into a form
- Payments data enter the amount, the date of first payment and select the order execution frequency

For term orders, move the dot from the position: <--- Indefinite period order, to enter the date of the last payment

After entering payment details select **Confirm**.



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A correctly approved order goes into the list of standing orders.

Standing orders

Create a	standing order			List of standing o	orders pending approval $ ightarrow$
Orders date ≑	Title 💠 Standing order ID 💠	Orders name \Leftrightarrow Account no. \Leftrightarrow	Beneficiary ≑ Account no. ≑	Amount ≑ Periodicity ≑ Expiry date ≑	State 🗢
26.10.2023	testy zlecenia stałego 97346D51R48a14b224	Rachunek podstawowy 83 2030 0045 1110 0000 1110 0000	TEST Cash Management 71 1600 1127 1110 0000 1110 0000	200,00 PLN Monthly 26.06.2024	Activated : Modify
Records per page	e: 200 🗸 1-1 of 1 items				Revoke 1

You can revoke or modify a standing order by selecting an action from the three dots menu • on the left hand side or after clicking the order details

After order modification or revoking has been selected, the system will display a relevant message.

Example: Order modification message

Are you s	ure you want to modif	y the standing order? \times	
Transfers wil and sent.	be executed according to the exis	ting settings until the modification is signed	
CLOSE		YES, MODIFY	

Example: Order revoking message

Are you sure you want to revoke a standing o	order? ×
Standing order will be revoked and cannot be restored. The revoked longer be visible in the list.	l standing order will no
CLOSE	YES, REVOKE



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BNP Paribas Bank Polska Spółka Akcyjna, with its registered office in Warsaw, at ul. Kasprzaka 2, 01-211 Warsaw, entered into the Register of Entrepreneurs of the National Court Register (KRS) by the District Court for the capital city of Warsaw in Warsaw, XIII Commercial Division of the National Court Register, under KRS number: 0000011571, with Tax Identification Number (NIP): 526-10-08-546 and fully paid-up share capital of PLN 147,676,946. | www.bnpparibas.pl