Standing order

MANUAL - STANDING ORDER in GOonline Biznes

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

Previous version of the system	Session	time 04:58	C EXTEND				Anna :	Sado	✓ ①→ Logo
BNP PARIBAS									
Accounts	↓ Stan	ding orc	lers						
Orders	\odot	Create a sta	nding order			1	list of sta	nding orders	pending approval
Payments	^								
Transfers	Order		Title 💠	Orders name	· ·	-	Amou		Sta
Waiting transfers	date	÷	Standing order ID a	Account no.	Account		Periodici	-	
Counterparties							Expiry da	te ç	
Payments templates	Records	per page: 2	200 🗸 1-1 of	1 items					
Mass Collect									
Standing orders									
then 💿 Creat		order			Select terr	plate		~	Select from the
		order		Paymen		iplate		~	Select from the
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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**.



Bank zmieniającego się świata

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Standing orders

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

orders ate ≑	Title 🗢 Standing order ID ≑	Orders name ≑ Account no. ≑	Beneficiary ⇔ Account no. ⇔	Amount ≑ Periodicity ≑ Expiry date ≑	State ≑
6.10.2023	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	Activate Modify

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 sure you want to modify the	standing order? \times
Transfers will be executed according to the existing sett and sent.	ings until the modification is signed
CLOSE	YES, MODIFY

Example: Order revoking message

Are y	/ou sure you want to revoke a standing order?	×
	ng order will be revoked and cannot be restored. The revoked standing be visible in the list.	order will no
CLOSE	YES	, REVOKE



Bank zmieniającego się świata

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