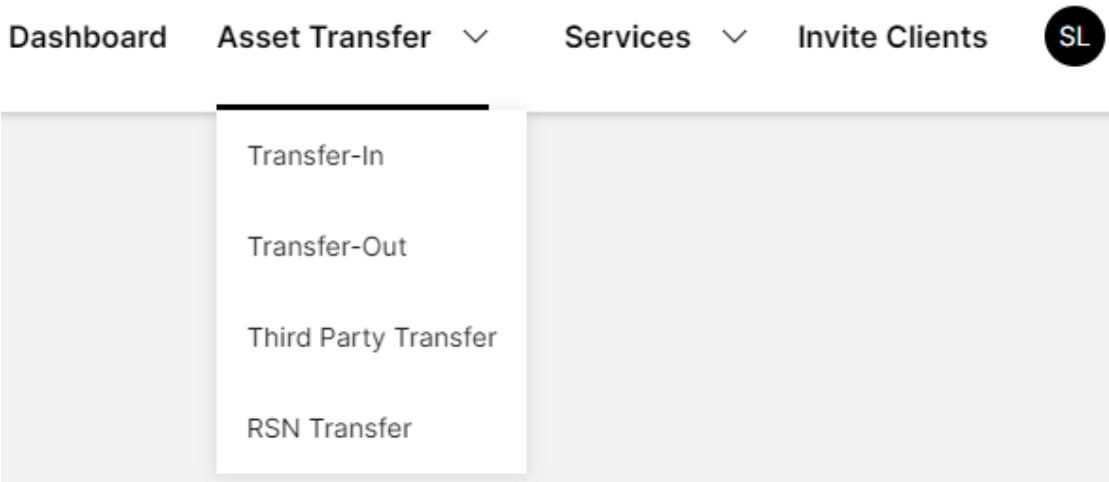
Create Deposit Instruction

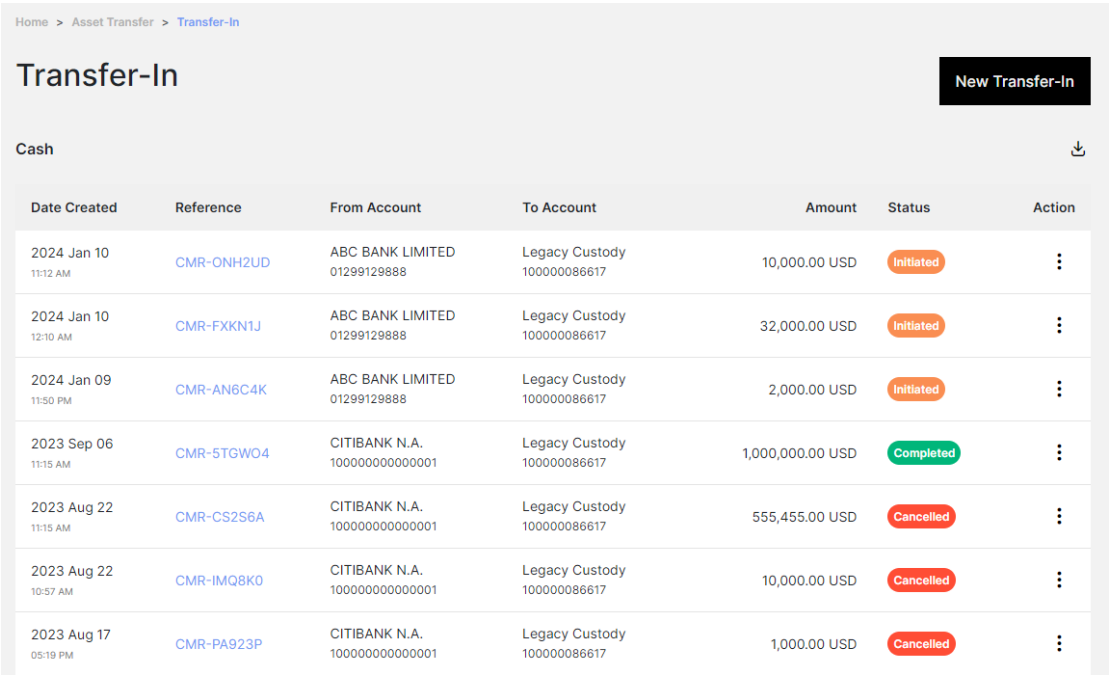
Winnie Yuen - 2024-02-02 - Fiat Instructions

Users need to submit a deposit instruction with First Digital before the team proceeds with it and to have the funds available in your account.

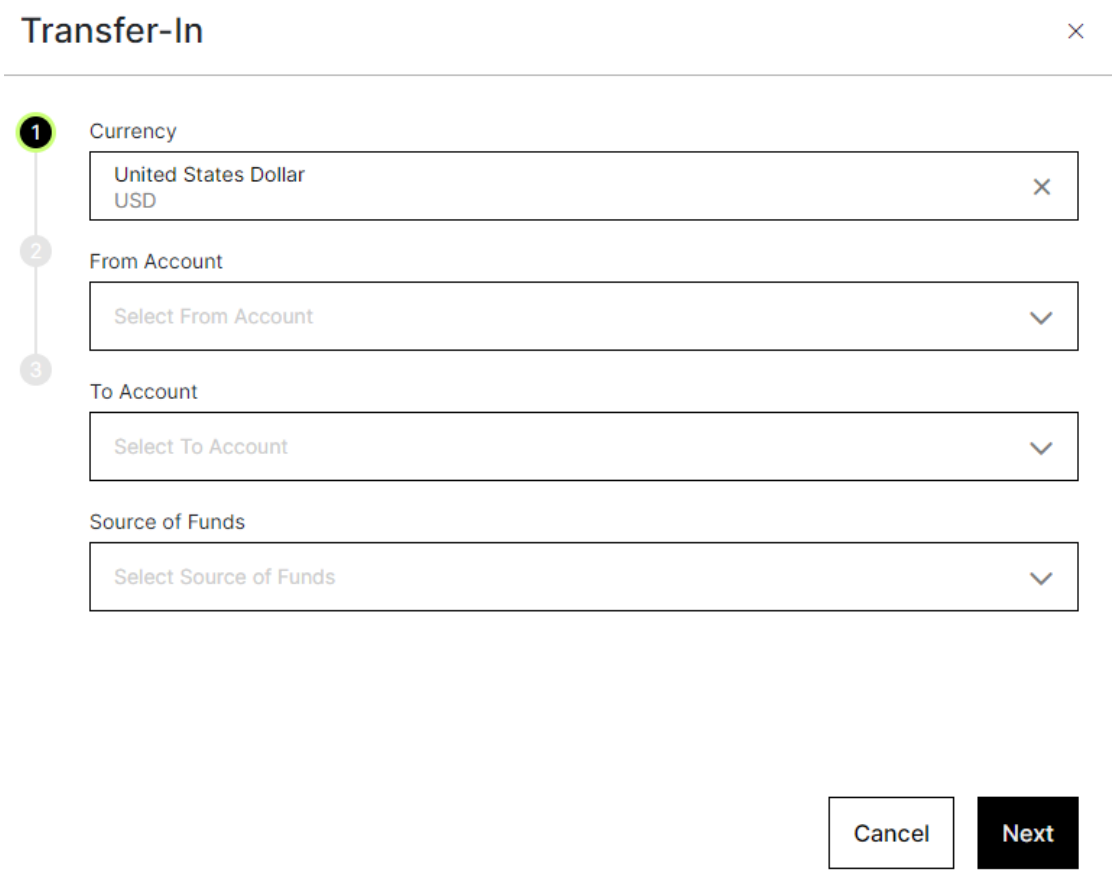
1. Go to Asset Transfer and click on **Transfer-In**.



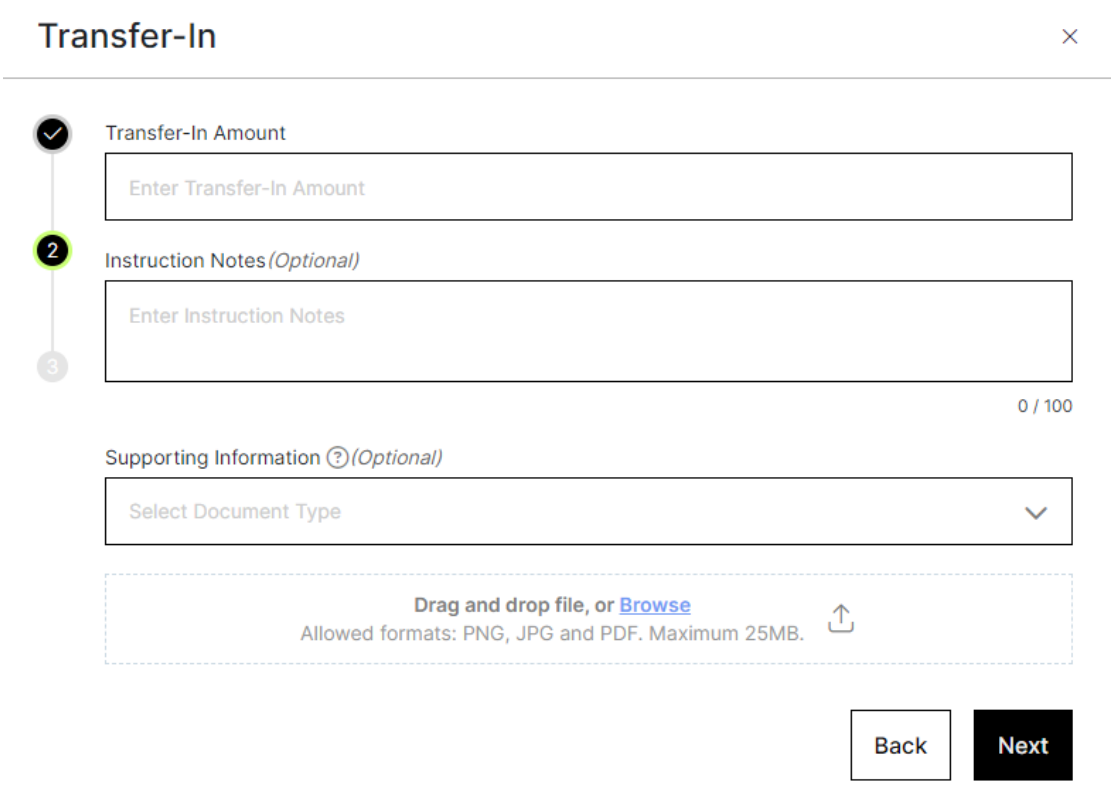
1. You will see an overview of your deposits and click on **New Transfer-In**.



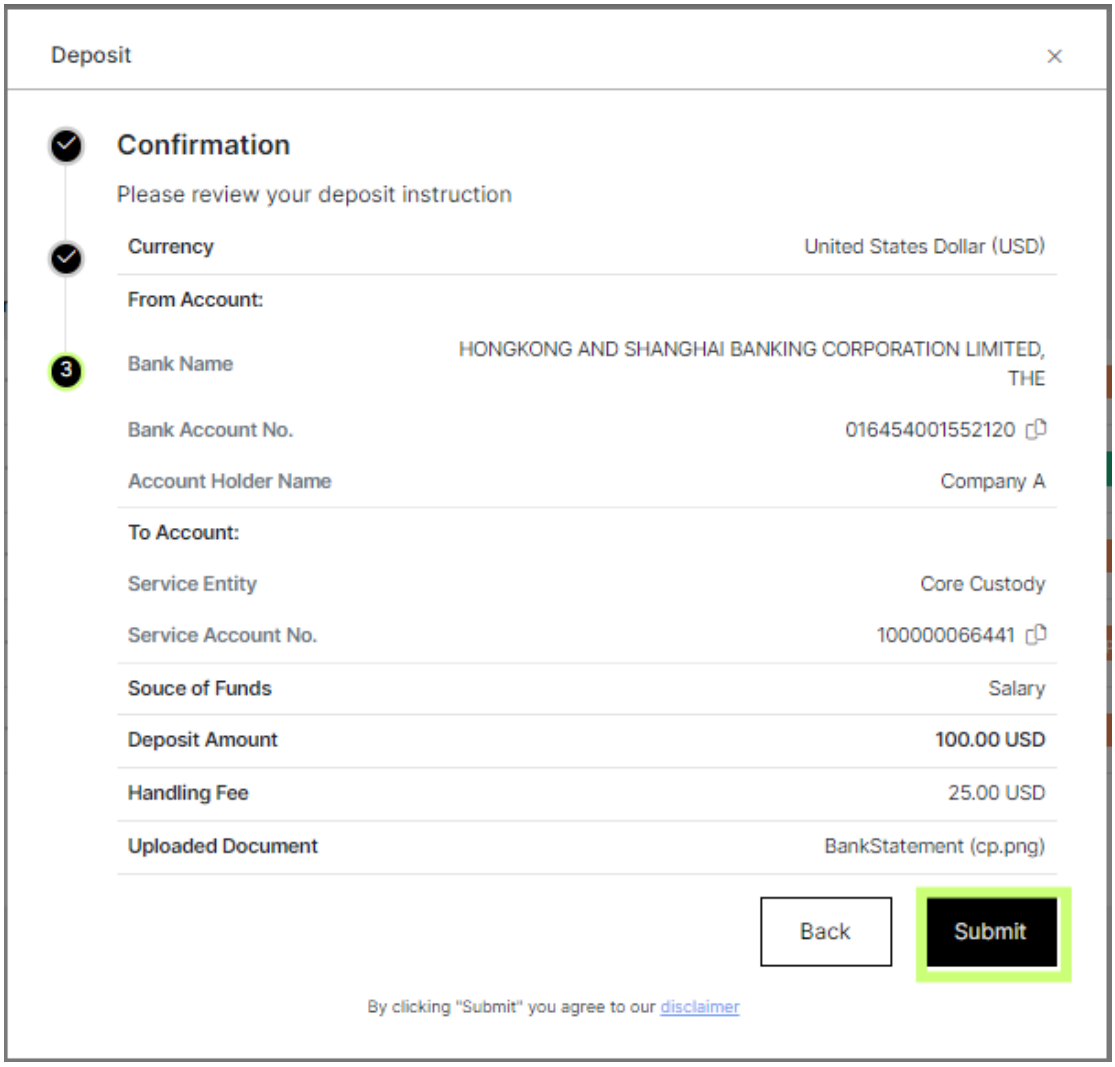
1. A pop up will appear and select the currency and fill out the information. Click on **Next** to proceed.



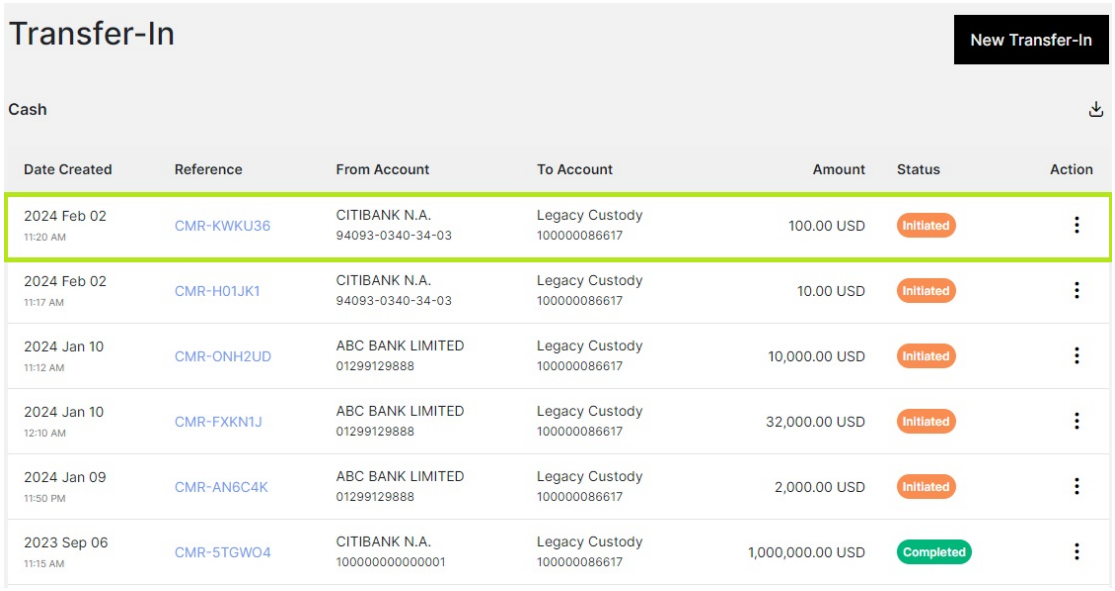
1. In the second step, enter the amount and upload supporting information. Click **Next** to proceed.



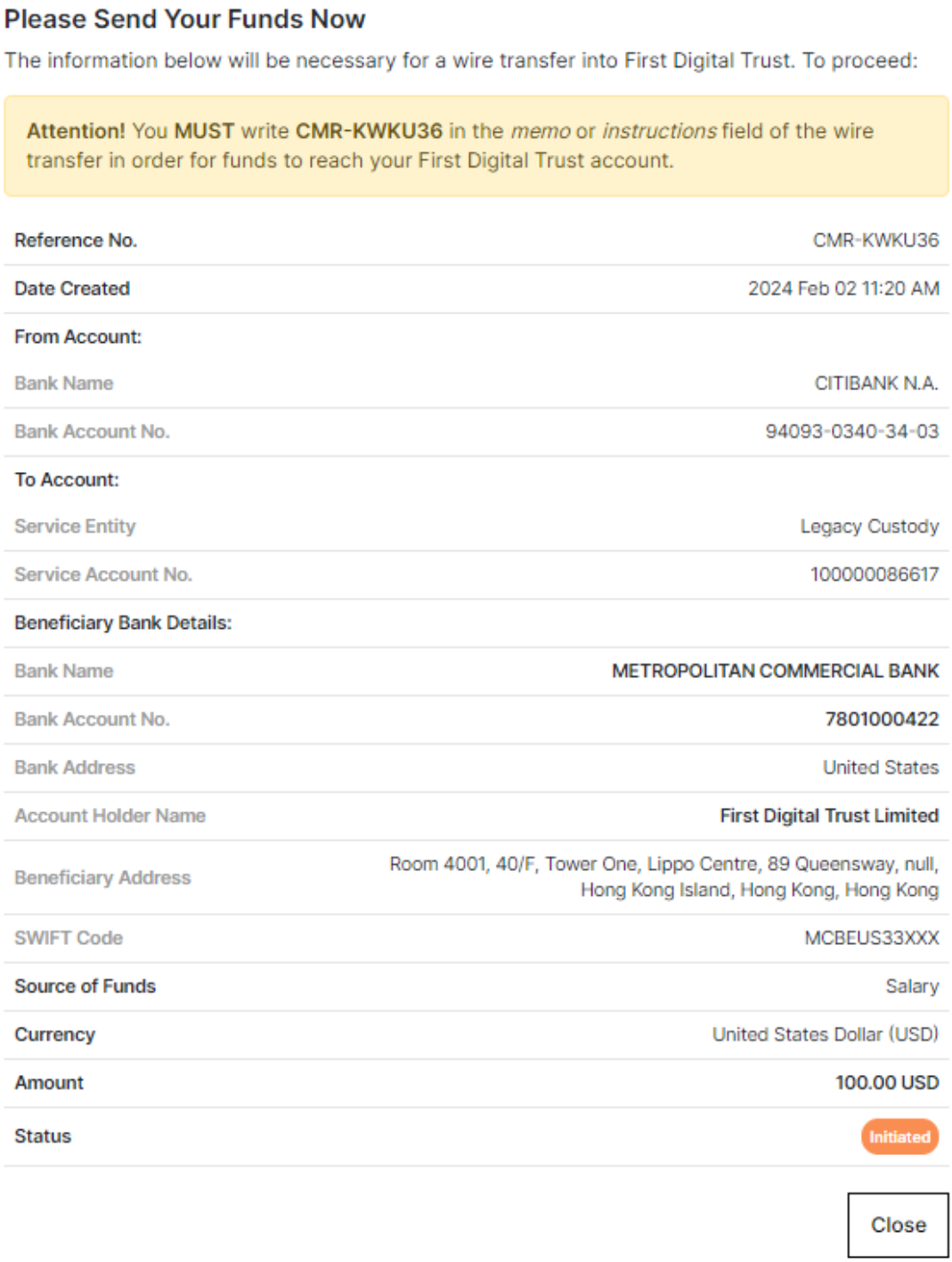
1. Review your deposit instructions and click **Submit** to confirm the instructions.



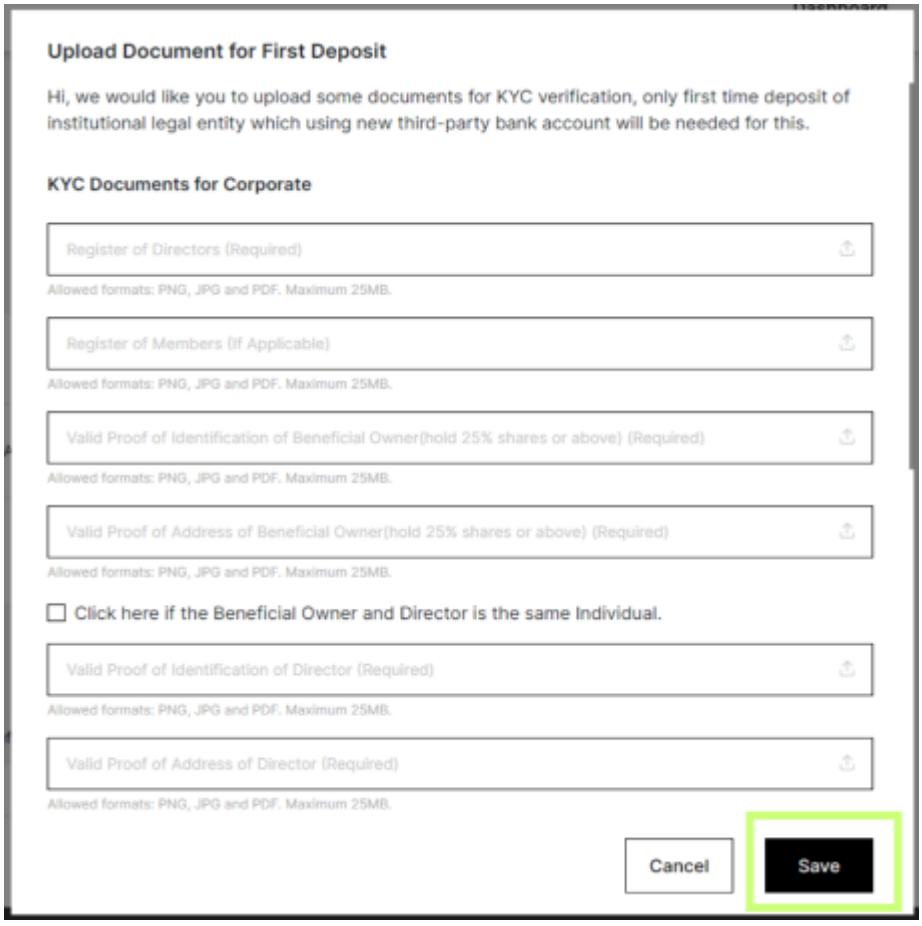
1. You will now see the instruction in the overview with a **Status**. The instruction will go through a review phase (Pending Receipt) before it will be completed. For each instruction, there are **Action** items, and you can View (eye icon), upload additional information (upload button) or cancel the instruction (x icon).



1. You can now send your funds to your First Digital account number and view the details in the eye icon.



1. If you want to initiate a **3rd Party deposit**, we will require additional documents for verification purposes and a separate window will open up as below. Please upload all the necessary documentation and click on **Save**.



Important:

Please keep in mind that for every **new 3rd Party first time deposit**, you are required to upload additional documents in order for First Digital to proceed the deposit. Reoccurring 3rd Party deposits who went though the verification already, do not need to submit additional documents again.

Processing time for deposits are 2 business days but can be delayed due to the issuing 3rd Party Bank.

If you cannot locate the currency within the dropdown list, please contact our Customer Success Team or submit a ticket via Helpdesk.