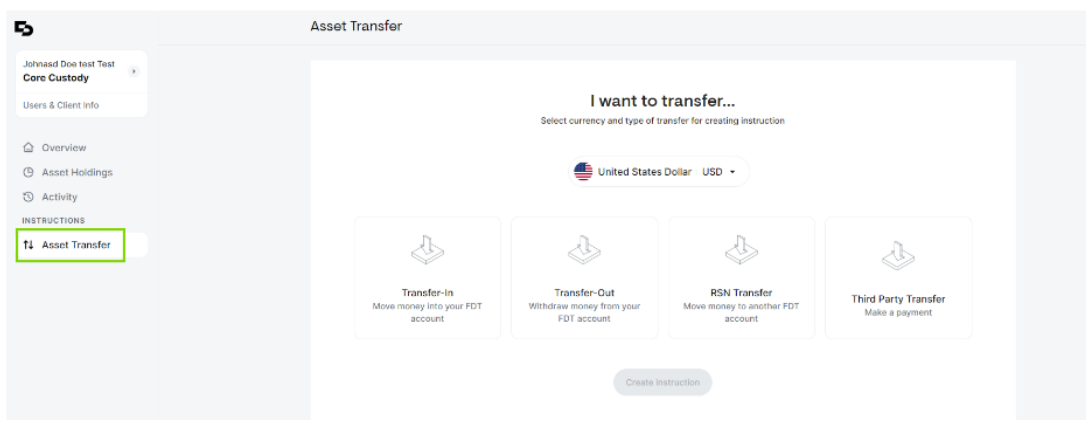


Create Third-Party Transfer (Fiat) Instructions

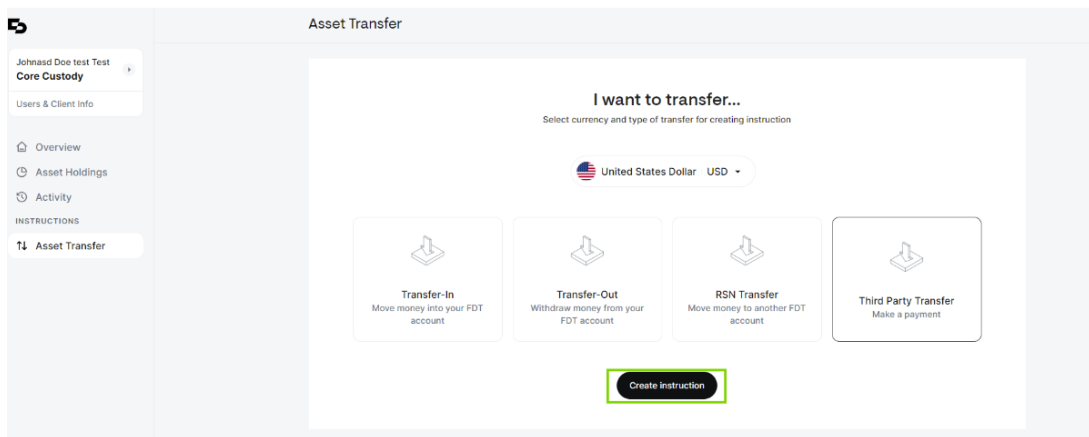
sara li - 2025-02-28 - Fiat Instructions

To transfer funds out to a third-party, you need to create a Third-Party Transfer instruction through the Client Portal.

1. Navigate to the **"Asset Transfer"** tab on the left panel.



2. From the dropdown menu at the top, select a fiat currency you would like to transfer. Choose **"Third-Party Transfer"** and click on the **"Create Instruction"** button.



3. Fill out the required fields:

- **From my FDT Account:** Choose the First Digital account you would like to transfer funds from
- **To Bank Account:** Choose from the list of your whitelisted bank accounts
- **Amount:** Enter the desired payment amount

- **Purpose of Transfer:** Select the available options from the dropdown menu. Please choose "**Others**" if none of the available options are deemed suitable.

Click on "**Next**" to proceed.

The screenshot shows the 'Third Party Transfer' interface. At the top, there's a header with a logo and the text 'Third Party Transfer | Johnasd Doe test Test | Complete Custody'. The main content area is titled '1 Details'. It contains several sections: 'FROM MY FDT ACCOUNT' with a dropdown menu showing 'Johnasd Doe test Test, 100000067217' and an 'Available Balance: \$ 7,527.44 USD'; 'TO BANK ACCOUNT' with a dropdown menu showing 'magda test-09, DEUTSCHE BANK AG' and '6357267270009212'; 'AMOUNT' with a text input '120' and a unit selector 'USD'; and 'PURPOSE OF TRANSFER' with a dropdown menu showing 'Goods or services purchase'. A 'Next' button is located at the bottom right of the form, highlighted with a green border.

4. You can include Additional Notes here. Providing Additional Documents is **mandatory** for all Third-Party Transfer instructions for compliance purposes. Click "**Next**" to proceed.

The screenshot shows the 'Third Party Transfer' interface, Step 2: 'Additional Info'. The header is the same as in the previous screenshot. The main content area is titled '2 Additional Info'. It contains two sections: 'INSTRUCTION NOTES' with a text area and the label 'OPTIONAL'; and 'ADDITIONAL DOCUMENTS' with a large text area containing a 'Drag & drop file here or click to upload' prompt, supported formats (JPG, PNG, PDF), and a maximum file size of 25 MB. A 'Next' button is located at the bottom right of the form.

5. Review the details of your instruction to ensure information accuracy and review our disclaimer. Click on "**Submit**" to proceed.

Warning

Please note that there is a fee charged for processing the transaction.

6. A summary of the instruction created will be displayed, and the initial instruction status will be shown as "**Initiated**"

The screenshot shows a client portal interface for a transfer-out instruction. The main content area displays the following information:

- Transfer-Out** (May 8 2024, 05:18 PM)
- TOTAL EXCLUDING FEES: **-\$100,000.00 USD**
- United States Dollar
- Status: **Initiated**
- Reference No.: **CMD-EYH2B2**
- Status History:
 - Initiated** (May 8 2024, 05:18 PM) - highlighted with a green box
 - Pending
 - Completed

The right-hand panel shows account details:

- FROM MY FDT ACCOUNT**
 - Client: 100000079439
 - Service Account No.: Core Custody
- TO BANK ACCOUNT**
 - Account Holder Name
 - Bank Name
 - Bank Account No.
- INTERMEDIARY BANK INFO**
 - Bank Name
 - SWIFT Code
 - Country
 - Bank Address
- FUNDS**
 - Amount: 100,000.00 USD

Warning

The cut-off time to process a third-party transfer instruction is 3:00 pm HKT. Any instruction created after 3:00 pm HKT in the Client Portal will be processed the following business day.

In case if you are unable to locate the bank account in the dropdown list, please contact our Customer Services Team via cs@1stdigital.com