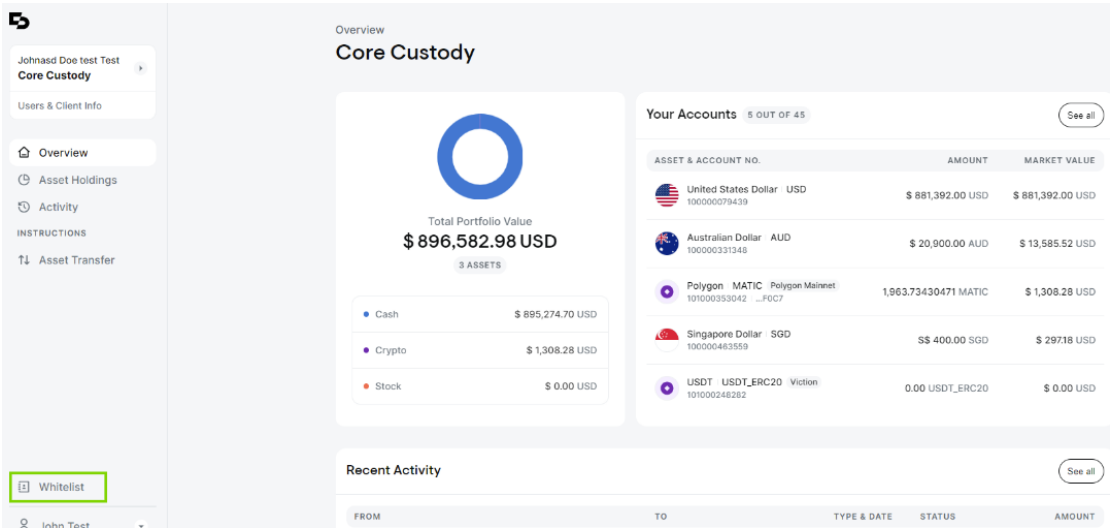
Whitelisted a Bank Account

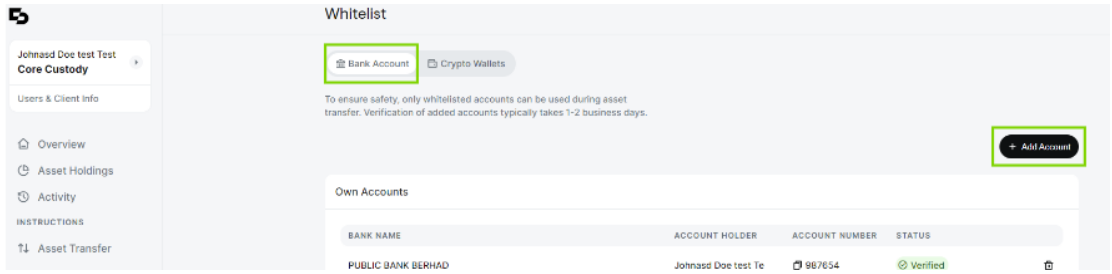
sara li - 2024-05-23 - Asset Account Management

Before initiating any transfer instructions within the portal, please ensure the bank account is whitelisted. The process for whitelisting bank accounts usually takes 1-2 business days.

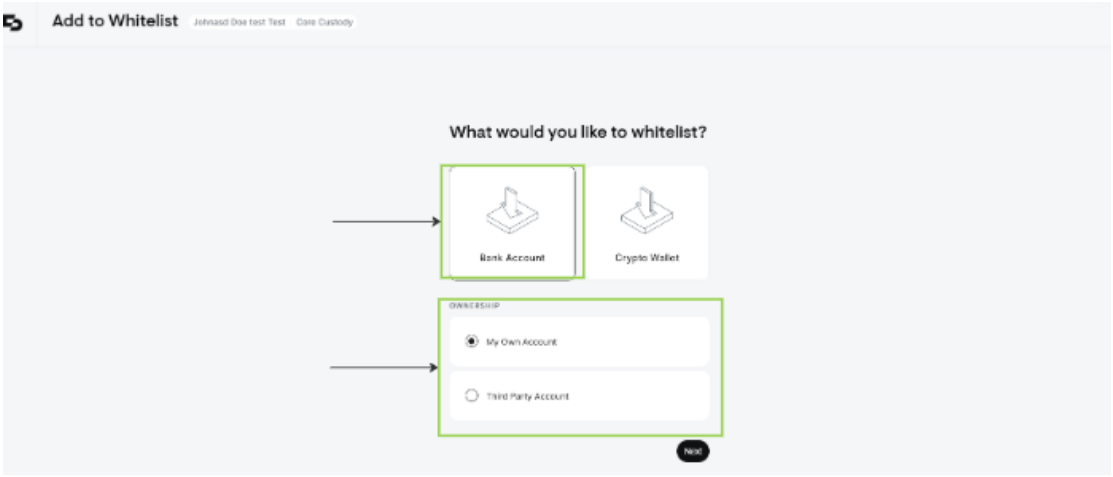
1. Navigate to the **"Whitelist"** tab at the bottom of the left panel.



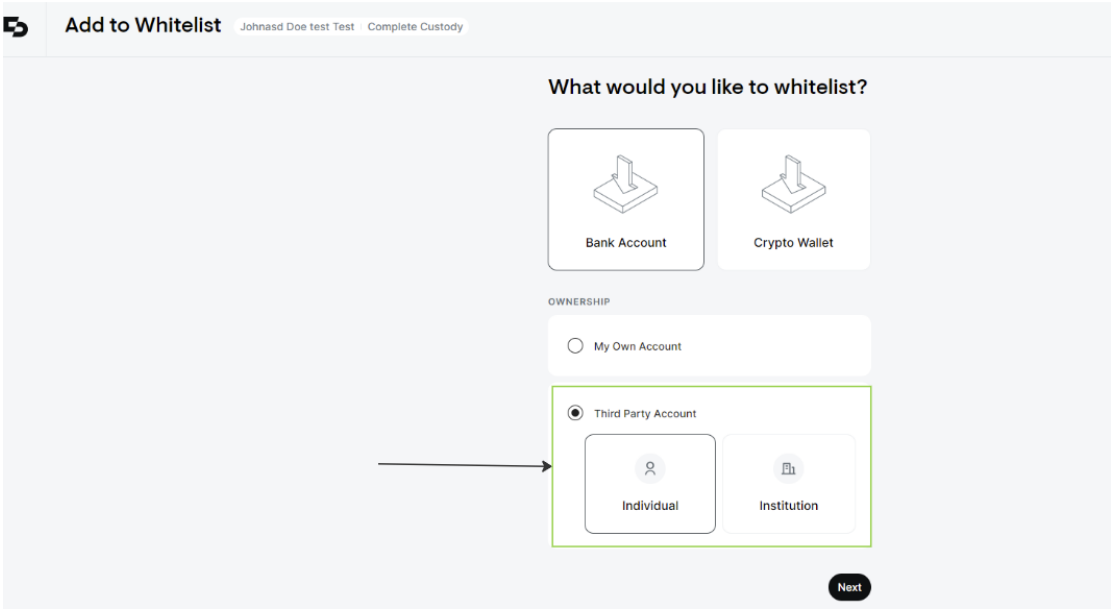
2. Choose **"Bank Account,"** then click on the **"+ Add Account"** icon.



3. Select **"Bank Account."** Select **"My Own Account"** if it is your account in your own name (name match required). Select **"Third Party Account"** if the account is not your self-owned account.



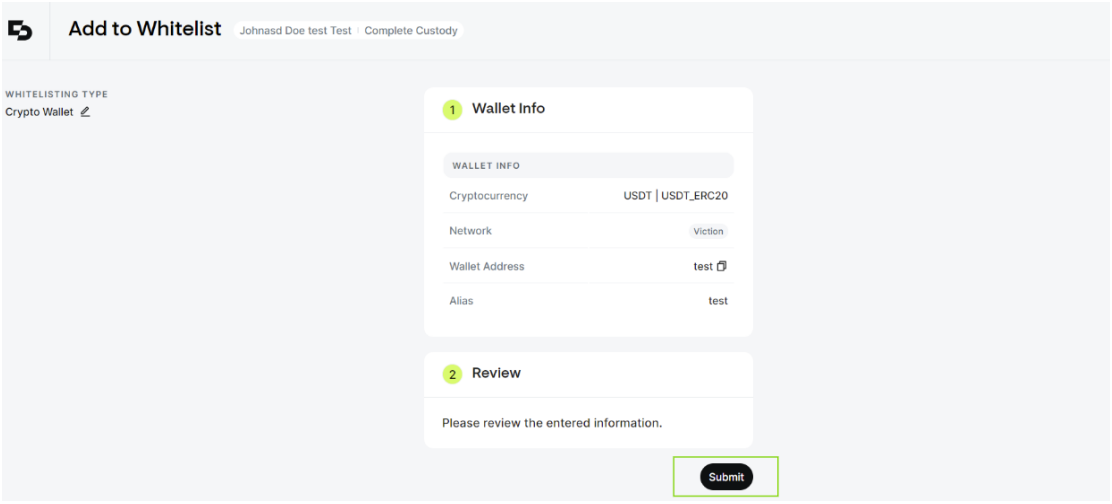
- If you opt for a **"Third Party Account,"** you must specify whether the account is an **"Individual"** or **"Institution"** account. Click **"Next"** to proceed.



4. Complete all the mandatory fields.

- *Please note that the required documents may vary depending on the selection from the previous step.*

5. Review the information you provided in the previous step and review our disclaimer. Click **"Submit"** to proceed.



6. Upon submission, the status will display as **"Initiated"** on the Whitelist screen.

Note

*Please note that **verification typically takes 1-2 business days**. Once the bank account is whitelisted, it will appear in the dropdown when creating an instruction within the portal.*

*If the status is canceled or pending for **more than 2 business days**, please contact us at **cs@1stdigital.com**.*

Warning

For **individual accounts**, we require our clients to upload a Proof of ID (POI) and Proof of Address (POA) for identity verification.

Accepted documents include:

- **Proof of ID (POI)**: Passport
- **Proof of Address (POA)**: Electricity bill, water bill, phone bill, property tax bill, bank statement, or domicile certificate issued within the last 3 months from the date of adding the external account.

For **Institution accounts**, we require you to provide a **Certificate of Incorporation, Certificate of Incumbency, Business Registration, or Proof of Address.**

Our Client Services Team may reach out to you if additional information or documents are required to support the our AML/CFT process.