

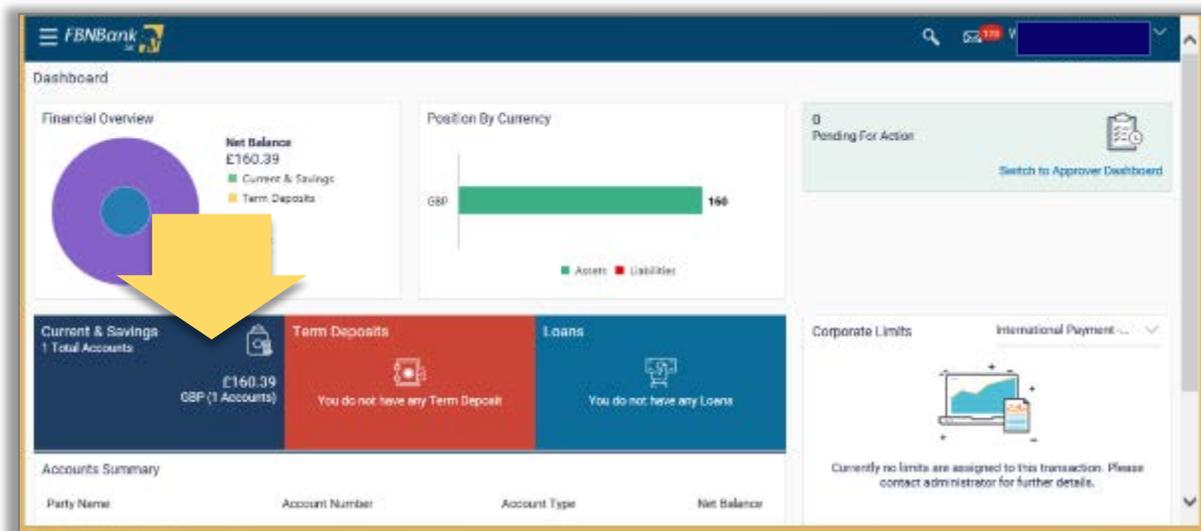
# Internet Banking: Account Summary and Statements Guide

## *Where do I view my accounts?*

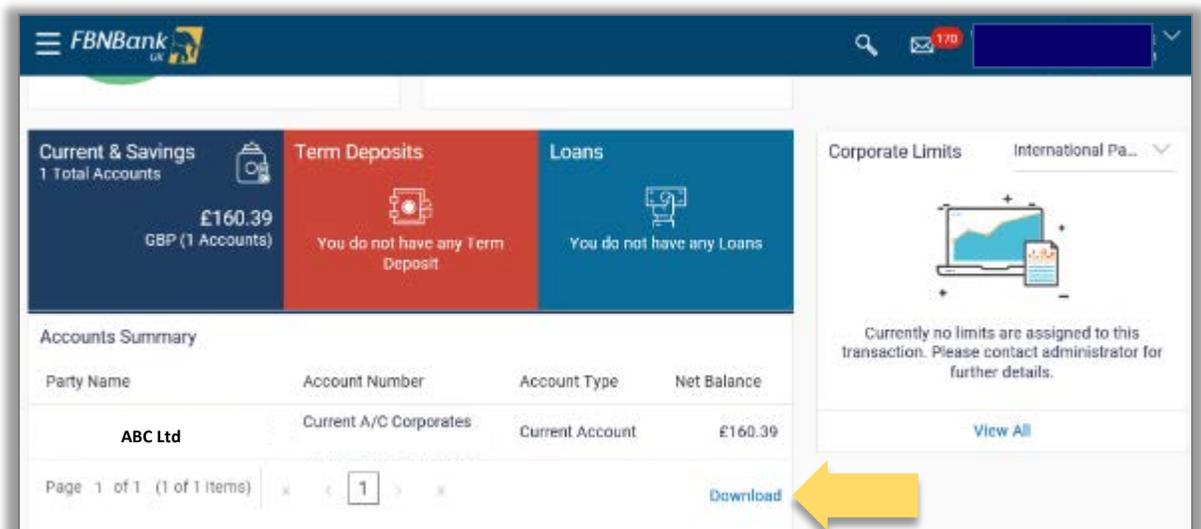
You can view and download your balances, search for transactions and download your Bank statements via your **Dashboard** or the **Accounts Menu**.

### Dashboard View

A summary of your total balances is available on the Dashboard. For more details click on the account type (example below is **Current & Savings Account**) to view the summary of your accounts and the available balance.



Select the specific account required and click on **Download**. Click on **Save** and save the statement. Click **Open** to Open and view your statement saved as a pdf.



## Menu View

The screenshot shows the FBNBank UK dashboard. At the top left, there is a menu icon (three horizontal lines) and the FBNBank UK logo. A yellow arrow points to this menu icon. The dashboard is divided into several sections: 'Current & Savings' (with a balance of £160.39 GBP and 1 account), 'Term Deposits' (with a message 'You do not have any Term Deposit'), and 'Loans' (with a message 'You do not have any Loans'). On the right, there are sections for 'Corporate Limits' and 'International Pa...' with a message: 'Currently no limits are assigned to this transaction. Please contact administrator for further details.' Below these is a 'View All' link. At the bottom, there is an 'Accounts Summary' table with columns for Party Name, Account Number, Account Type, and Net Balance. The table shows one entry for 'ABC Ltd' with account number '100007-GBP-CACORP-01' and a net balance of £160.39. Below the table is a pagination control showing 'Page 1 of 1 (1 of 1 Items)' and a 'Download' link.

Click on the menu and select **Accounts**.

This screenshot shows the FBNBank UK dashboard with the 'Accounts' menu item highlighted. A yellow arrow points to the 'Accounts' menu item in the left-hand navigation menu. The main content area is now displaying 'Pending for Approvals' and 'My Approved List' sections, both showing 'No data to display' and pagination controls. The 'Accounts' menu item is highlighted in blue, and a yellow arrow points to it.

Click on the type of account which you want to see and select **Overview**

This screenshot shows the FBNBank UK dashboard with the 'Current and Savings' account type selected. A yellow arrow points to the 'Current and Savings' menu item in the left-hand navigation menu. The main content area is now displaying 'Pending for Approvals' and 'My Approved List' sections, both showing 'No data to display' and pagination controls. The 'Current and Savings' menu item is highlighted in blue, and a yellow arrow points to it.

FBNBank UK 660

2  
Total Accounts



£17,456.83  
Net Balance

Quick Links

Party Name	Account Number	Account Type	Net Balance
ABC Ltd	Account 1	Current Account	£17,456.83
ABC Ltd	Account 2	Current Account	£0.00

Page 1 of 1 (1-2 of 2 items) [Download](#)

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Select Account

**Account 1** ▼

Balance : £17,436.85

Product Name  
Current A/C Corporates

+ Add Nickname

Account Info	Balances	Limits
<p>Account Type <b>Current Account</b></p> <p>Account Currency <b>GBP</b></p> <p>Account Branch FBN BANK (UK) LIMITED 28 Finsbury Circus, London EC2M 7DT, Great Britain</p> <p>Account Status <b>Active</b></p>	<p>Available Balance £17,436.85</p> <p>Net Balance £17,456.83</p> <p>Amount On Hold £0.00</p> <p>Uncleared Balance £0.00</p>	<p>Overdraft Limit £0.00</p> <p>Advance Against Uncleared Funds Limit £0.00</p> <p>Daily ATM Withdrawal £0.00</p> <p>Minimum Balance Required £5,000.00</p>

Quick Links

**Select a Period to Download Your Pre-generated Statements.**

Select ▼

Download ←

Transactions 🔍

No Record Found

Click on the **Download** button and select a month to download your pre-generated monthly bank statement.

Click on the **Magnifying Glass Icon** to view and search for your transactions.

Select Account

**Account 1**

Balance : £0.00

Search By  
**Current Month**

Reference Number

Amount From

Transaction Type  
 All

Amount To

Search Reset Back

Select a Period to Download Your Pre-generated Statements.

2019\_Sep

Download

No Record Found

Click on the **Search By** button to select the range you wish to search for. You can search by *Current Month, Previous Month, Previous Quarter* or you can *Select Date Range* to search to and from. You can also search for specific transaction types, reference numbers or amounts.

Click on **Search** when finished – the transactions will appear at the bottom of the screen

Opening Balance £459.48      Closing Balance £1,292.08      Download

Date	Description	Reference No	Amount	Balance
30 Sep 2019		000FPDD192730022	£193.00 Dr	£1,292.08
26 Sep 2019		000TACC192690001	£17,000.00 Dr	£1,485.08
25 Sep 2019		000FPDD192680010	£396.00 Dr	£18,485.08
24 Sep 2019		000FPDD192670001	£151.74 Dr	£18,881.08
18 Sep 2019	<b>Your Account Descriptions here</b>	000FPDD192610009	£197.57 Dr	£19,032.82
18 Sep 2019		000FPDD192610008	£136.12 Dr	£19,230.39
13 Sep 2019		0000013192590001	£68.16 Dr	£19,366.51
12 Sep 2019		000FINC192550018	£18,000.00 Cr	£19,434.67
10 Sep 2019		000000m192540009	£296.50 Dr	£1,434.67
03 Sep 2019		000000a192470016	£92.45 Dr	£1,731.17

Page 1 of 3 (1-10 of 30 items)      < 1 2 3 >

Back

You can **Download** this transaction range to pdf or csv.

Should you not find the answer you need in the descriptions above, please contact your Relationship Manager or Client Services for further help on +44 (0) 20 7920 4920