## **Corporate Online**



## Viewing payment status.

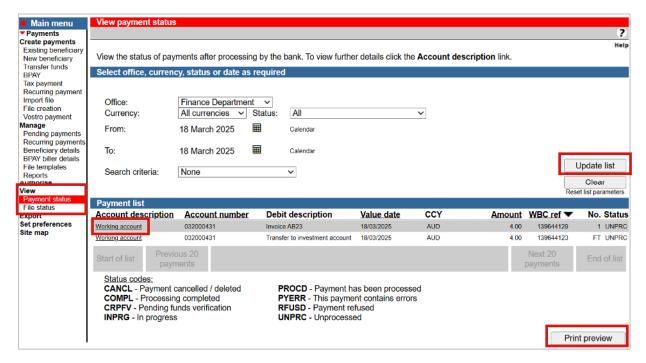
Follow this guide to view the status of payments (and beneficiaries) after processing by the Bank.

To perform this procedure, you require access to the **Office**, **Debit account** and **Payment currency** for each payment you wish to view. Payments are available to view for 2 years from the date processed.

1. From the Payments menu, select Payment status under the View heading.

Each payment is detailed with a status before, during and after processing. A successful payment will have a status of either COMPL - Completed or PROCD - Processed.

You will receive an information message when payments have a status of RFUSD - Refused or PYERR - Payment contains errors.



- 2. Complete any of the following:
  - Filter the list of payments by changing the Office, Currency, Status, Start date and End date and then selecting Update list.
  - To print the list of payments, select **Print preview**.
  - Where the payment has a status of **PYERR**, select the **Account description** link to view the status of each beneficiary making up the payment. Filter to view the beneficiary with a status of **ERROR**. Select the **ID** link for further information.
  - Select the Status link to learn more about the status of a payment.