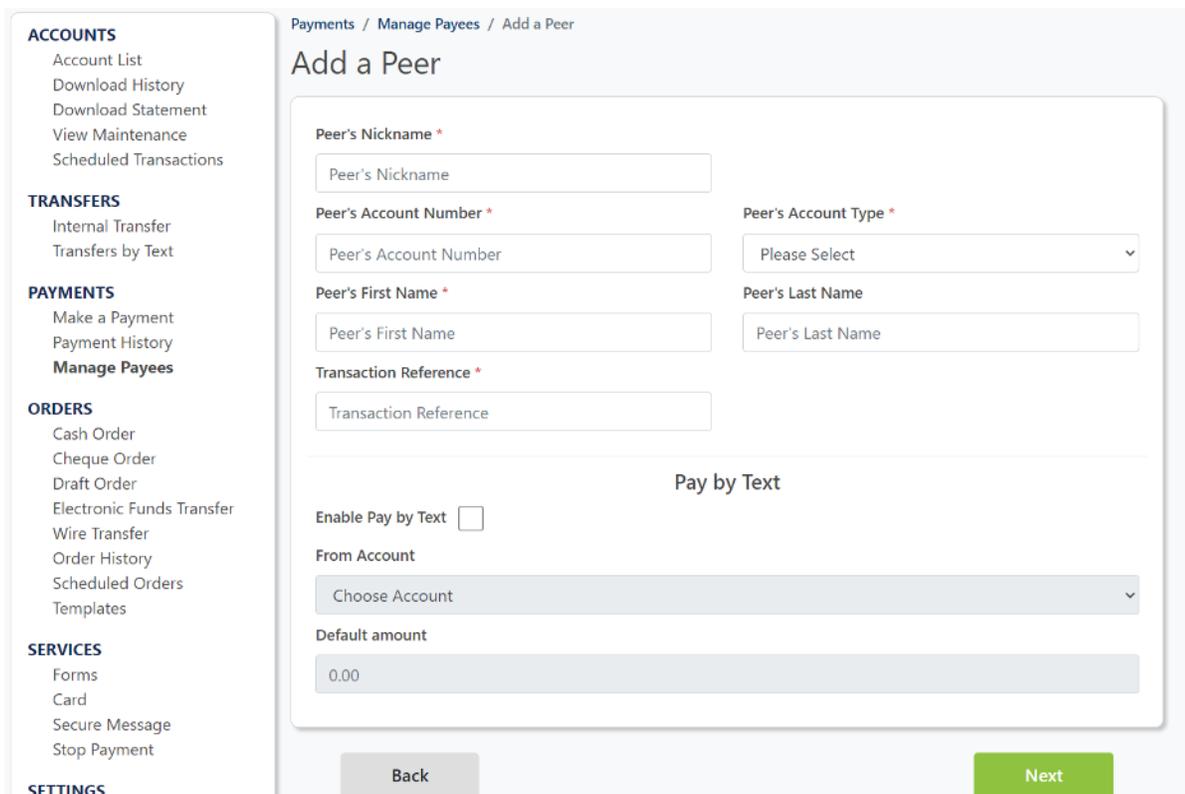


# How to Add a Peer to your Online Banking

**NEW:** Mobile IDs are no longer required

**The Peer's First Name must be the first name on the account**

1. Click “Manage Payees” from the Menu
2. Populate all fields
3. Click Next
4. Review the information
5. Submit
6. A security code would follow via the mode selected, enter the code in the field provided and submit



Payments / Manage Payees / Add a Peer

## Add a Peer

Peer's Nickname \*

Peer's Account Number \*

Peer's Account Type \*

Peer's First Name \*

Peer's Last Name

Transaction Reference \*

Transaction Reference

Pay by Text

Enable Pay by Text

From Account

Default amount

0.00

Back Next

**ACCOUNTS**  
Account List  
Download History  
Download Statement  
View Maintenance  
Scheduled Transactions

**TRANSFERS**  
Internal Transfer  
Transfers by Text

**PAYMENTS**  
Make a Payment  
Payment History  
**Manage Payees**

**ORDERS**  
Cash Order  
Cheque Order  
Draft Order  
Electronic Funds Transfer  
Wire Transfer  
Order History  
Scheduled Orders  
Templates

**SERVICES**  
Forms  
Card  
Secure Message  
Stop Payment

**SETTINGS**

## Security Code

A security code has been sent to your email and/or mobile device.  
Please enter this code to continue.

Security Code ⓘ

type here

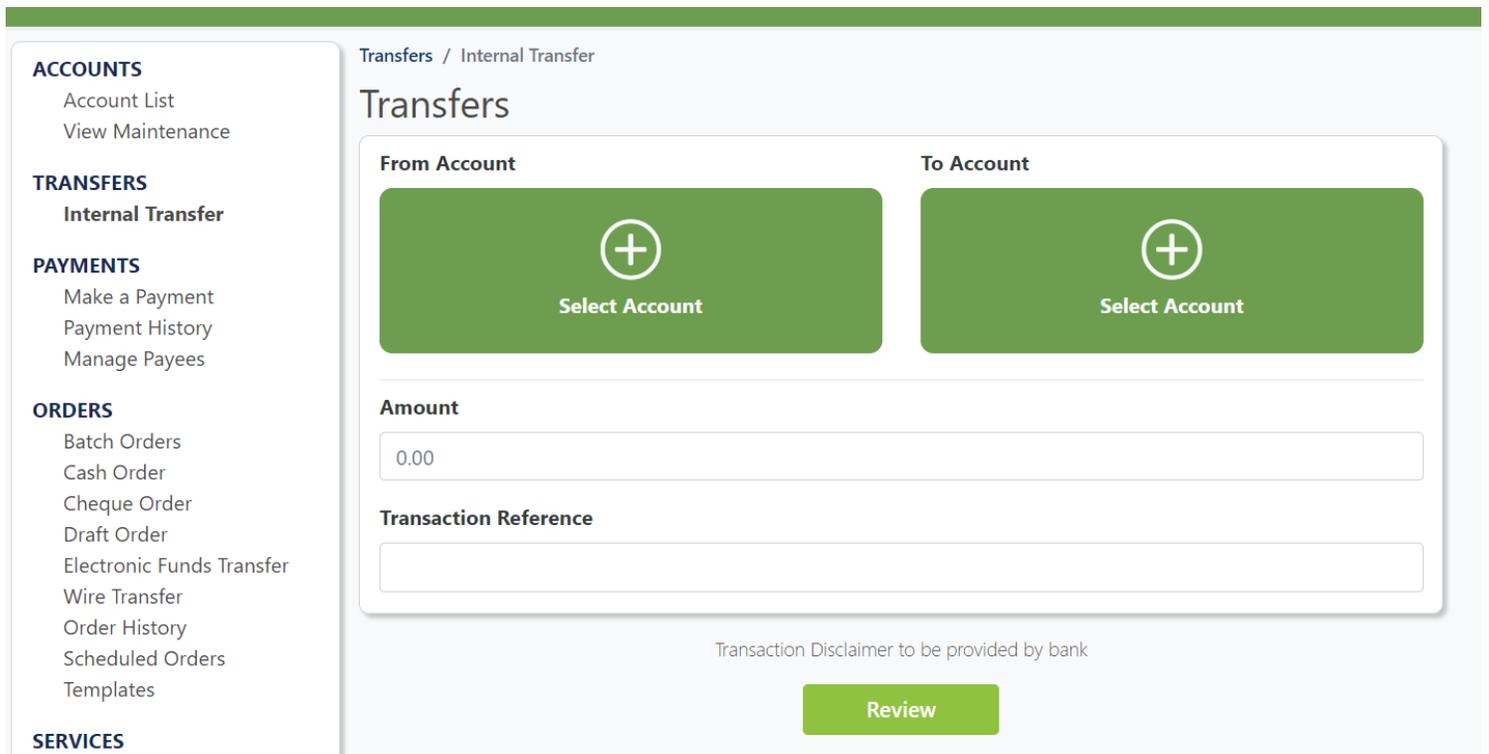
Cancel

Submit

# Internal Transfer

**NEW:** You can give your internal transfer a description

1. Select “Internal Transfer” from the Menu
2. Select your “From Account” and your “To Account”
3. Enter the amount to be transferred
4. Enter a Transaction Reference (purpose of the transfer)
5. Click review, then submit



The screenshot shows the 'Internal Transfer' form in the BOSVG system. On the left is a navigation menu with categories: ACCOUNTS (Account List, View Maintenance), TRANSFERS (Internal Transfer), PAYMENTS (Make a Payment, Payment History, Manage Payees), ORDERS (Batch Orders, Cash Order, Cheque Order, Draft Order, Electronic Funds Transfer, Wire Transfer, Order History, Scheduled Orders, Templates), and SERVICES. The main content area is titled 'Transfers / Internal Transfer' and 'Transfers'. It features two 'Select Account' buttons with a plus sign icon, labeled 'From Account' and 'To Account'. Below these are input fields for 'Amount' (containing '0.00') and 'Transaction Reference'. A 'Review' button is at the bottom, with a disclaimer: 'Transaction Disclaimer to be provided by bank'.

# Stop Payments

**NEW:** Stop Payment cheque numbers increased from 6 digits to 9 digits

Account Inquiry:

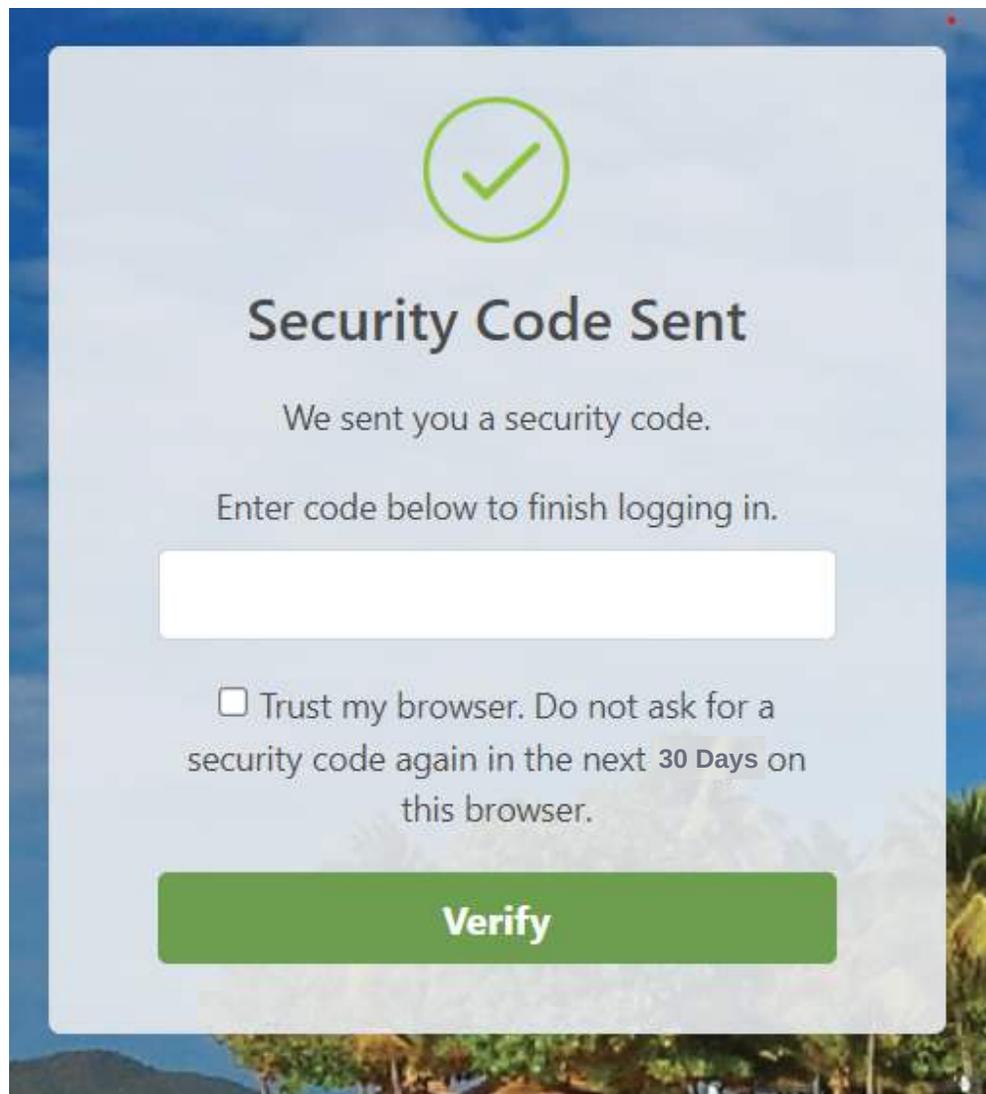
Checking - 500001 ECD 198.14

Start Date	End Date	Cheque From - To	Low Cheque Amount	High Cheque Amount
07/09/2023	07/03/2024	123456789 - 123456789	50.00	50.00
12/09/2023	12/03/2024	1234567 - 1234568	50.00	50.00
12/09/2023	12/03/2024	12345678 - 12345679	50.00	50.00
12/09/2023	12/03/2024	123456789 - 123456799	100.00	100.00
12/09/2023	12/03/2024	1224 - 1224	222.75	222.75
19/09/2023	19/03/2024	123456789 - 987654321	500.00	500.00

## Multifactor Feature on log in

**NEW:** Enable “Trust my browser” to add your device as a trusted device when logging on to the BOSVG Online Banking Platforms

1. Enter your credentials
2. Click the “Remember Me” checkbox, then click “Sign In”
3. Await the security code. Once received, enter in the field provided.
4. Click the check box to add your device as a trusted device
5. Click “Verify to proceed



The screenshot shows a login confirmation screen with a green checkmark icon at the top. The text reads: "Security Code Sent", "We sent you a security code.", "Enter code below to finish logging in.", followed by a white input field. Below the field is a checkbox labeled "Trust my browser. Do not ask for a security code again in the next 30 Days on this browser." At the bottom is a green button labeled "Verify".