USER GUIDE: MULTIPLE OUTLETS / DUITNOW QR CODES CREATION

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Important Note: User must be granted system administrator access to perform this process.

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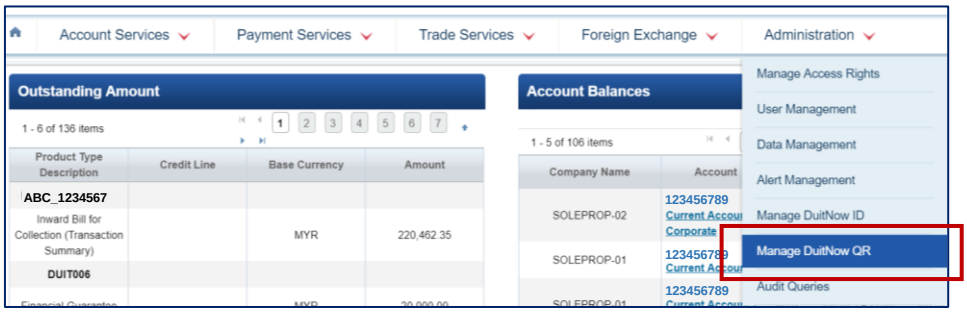
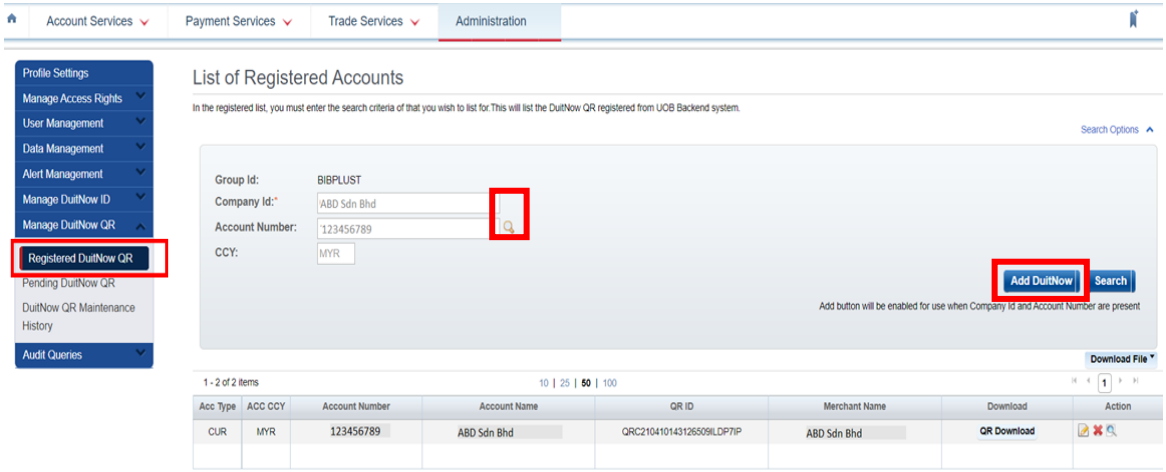
Step 1



From the top menu bar, select "**Administration**".

Then, select "**Manage DuitNow QR**".

Step 2



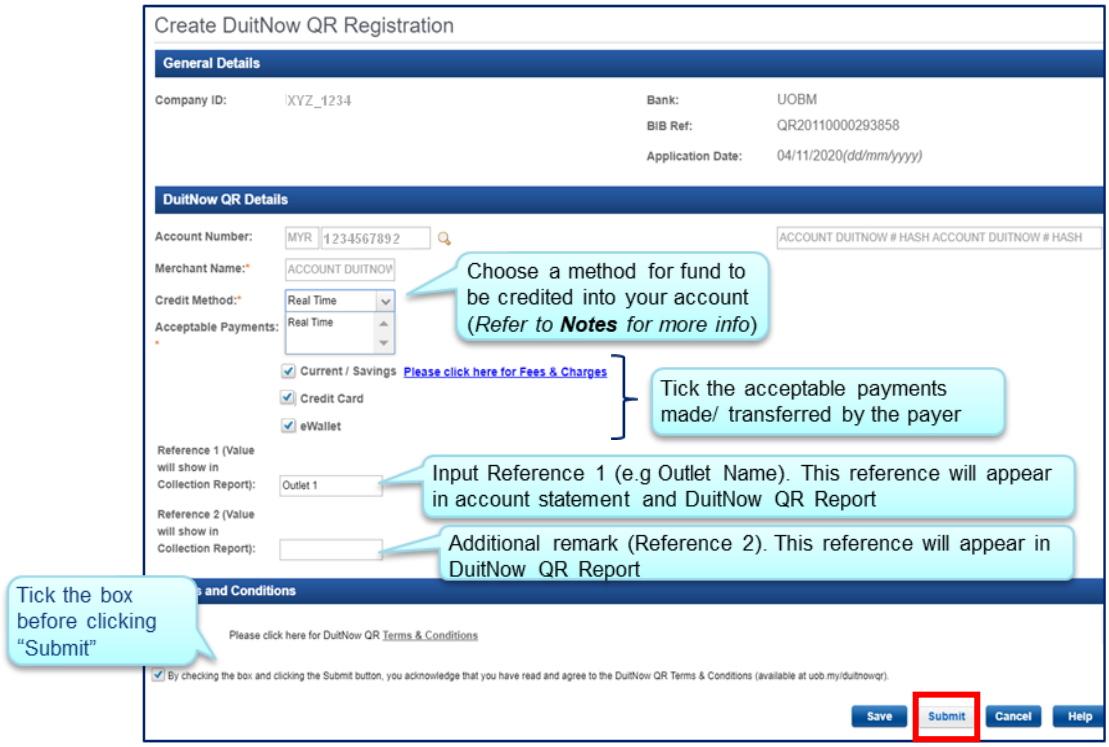
To register additional DuitNow QR ID for your account, at the left navigation menu, select "**Registered DuitNow QR**".

Click to select your Company ID.

Then, click to select your Account Number.

Next, click the "Add DuitNow" button.

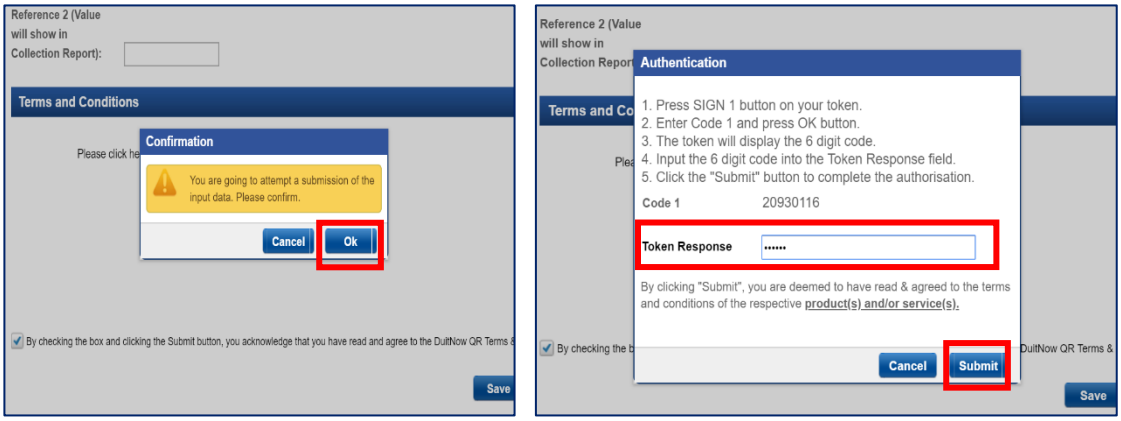
Step 3



Please ensure you have keyed in all the correct information before clicking "**Submit**".

Notes	
<u>Credit Method</u> i. Real Time – Funds immediately credit into the account	<u>Acceptable Payments / Sources of funds</u> There are 3 options for the source of fund with different transaction fee applied: i. Current/Savings - to receive fund transferred from current/savings account ii. Credit Card - to receive fund made by credit card on mobile App iii. eWallet - to receive fund transferred from the participating e-wallet providers (TnG, ShopeePay, Boost, etc.)

Step 4

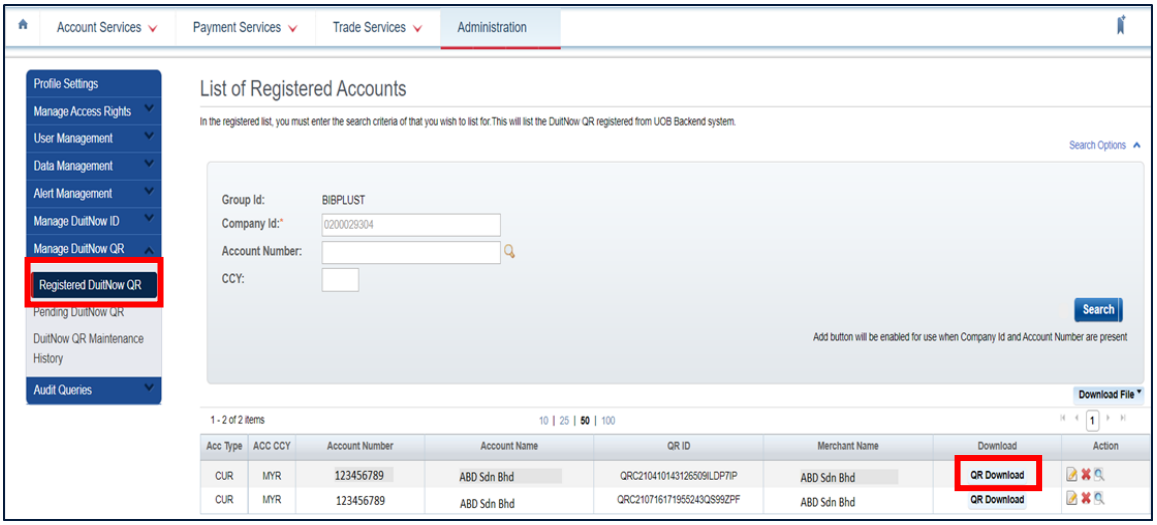


Click "**Ok**" to confirm the submission.

Then, enter "**Token Response**" by following the given instructions on the screen and click "**Submit**".

Note: Approval from Administrator checker is required for dual-control setup.

Step 5



At the left navigation menu, click "**Registered DuitNow QR**" to go back to the List of Registered Accounts screen. Your newly created DuitNow QR linked to the same account will appear on this list.

To download the DuitNow QR Image, click the "**QR Download**" button.

Repeat **Steps (1) to (4)** to generate DuitNow QR code for more outlets.