



USER GUIDE

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General description of CCB Online

Via CCB Online you can:

- ☐ performance of BGN and currency transfers for other banks and abroad;
- ☐ perform urgent BGN transfers via RINGS;
- ☐ initiate a request for a direct debit;
- ☐ perform transfers from a budget account;
- ☐ perform transfers via SEBRA
- ☐ effect foreign exchange purchase and sale;
- ☐ perform transfers via Western Union - only for individuals;
- ☐ pay utility bills;
- ☐ obtain reports and statements from all accounts, opened with CCB PLC;
- ☐ dispose with information about the foreign exchange rates.

Who may use CCB Online:

- individuals and legal entities, having a qualified electronic signature

*In relation to changes in the Law on the Electronic Document and Electronic Signature, effective from 1 July 2011, we hereby inform you that CCB Plc accepts only qualified electronic signatures /QES/, which contain all the necessary components that identify the author and titleholder of the signature /such as personal number, UIC, Bulstat, etc./

Guarantee for Security.

The security of your transactions on the Internet is fully guaranteed.


- ☐ CCB PLC uses 128-bit encrypted sessions in communicating between your browser and the server of **CCB Online**, which have the highest level of security.
- ☐ The identification of the users in the system is made with a user name, a password and a qualified electronic signature.
- ☐ CCB Online allows the registration of all electronic signatures, issued in Bulgaria.
- ☐ Additional protection with SMS authorization upon the performance of a transfer to a new counterparty.
- ☐ If you enter a wrong password, you need to feel in the four numbered key which is generated on our website

[Register for CCB Online.](#)

Registration for CCB Online

The registration for *CCB Online* is made on the web site of Central Cooperative Bank Plc at the following address: www.ccbank.bg.

*Upon submitting an application for registration it is not necessary to have an account with the Bank.

Click on the banner -  , after that on the Registration button and “Click here to register in CCB Online”

You have to select the type of registration you will submit - legal entity or individual.

For individuals, select “Personal Registration” - “[Registration with Qualified Electronic Signature – QES](#)”.

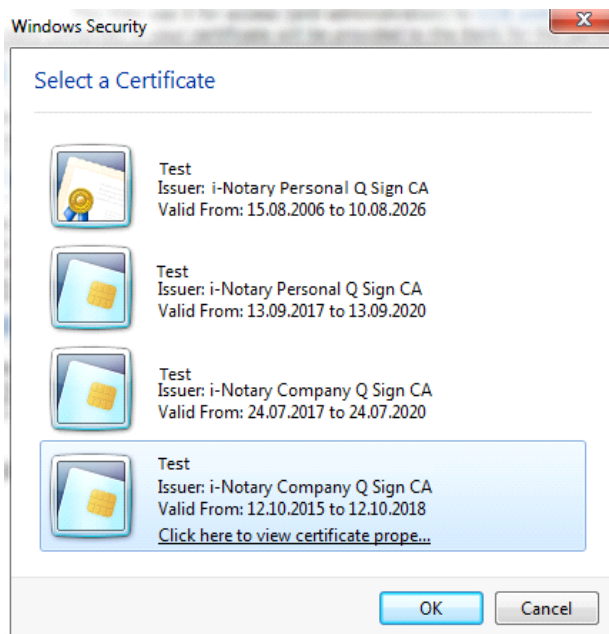
For legal entities, select “Business Registration” - “[Initial registration of a company via electronic signature – QES](#)”.

For this purpose you have to dispose with a company qualified electronic signature, containing the company Bulstat, issued by a licensed provider of certification services.

You can use it for access to **CCB online**, as well as for administration.

Selecting this option, the data in your certificate will be provided to the Bank for the performance of the registration.

After that is necessary to select the certificate, with which you will register.



After that you enter the PIN of the electronic signature.

When press the button “Register data”, the system will automatically load from it all the data, necessary for the registration.

It is necessary to complete the user name and password, chosen by you.

Company info	
Identification	Company name
Bulstat/EIC	111111111
The company is represented by:	Test Test Test
Personal data	
Name	Name
Surname	Surname
Family name	Family name
ID number	222222222
E-mail	test@test.bg
GSM (формат 359...)	359*****
User data	
Username	Testuser
Password	••••••••
Confirm password	••••••••

Cancel
Preview

After submitting the application for registration it is necessary to enter a valid number of a Bulgarian mobile operator. This number will be used for receiving a SMS code for confirmation of operations to new counterparties and changes in the registration.

Note: The lack of GSM number in the initial registration automatically defines the newly created user as passive, i.e. without rights to create and/or confirm payment orders.

Press Preview, then confirm with OK.

In order to operate with the system, your application has to be confirmed at a branch or office of the Bank. To this purpose it is necessary to complete “*Application for defining/changing rights and limits for the services of CCB Plc*”. The legal entities shall submit the application at the branch, where they are served, unless they use the service CIMS.

Important information concerning the use of the service_CCB Online by legal entities

The types of users for CCB Online are:

- ***Legal representative*** /with the right to administer/ - is entitled to prepare, sign payment documents and check the movements and balances on the accounts.
- ***Beneficiary*** /with the right to administer/ – is entitled to prepare and sign payment documents and follow the movements and account balances.
- ***Authorised with the right to dispose*** – is entitled to prepare, sign payment documents and follow the movements and balances on the accounts.
- ***Authorised with the right to enter payments and view balances*** - is entitled to prepare payment documents and follow the movements and balances on the accounts, but is not entitled to sign payment orders in the system.
- ***Authorised with the right to enter payments*** – is entitled only to prepare payment documents, without signing them and is not entitled to follow the movements and account balances.

A user, who is entitled to administer, can create new users to the respective registration only of the type *“Authorised with the right to enter payments and view balances”* and *“Authorised with the right to enter payments”*, confirm the passwords of its users, create and manage the limits and the rights to sign payment documents at CCB Online. In order to use the option to enter transfers to new counterparties the two types of users *Authorised with the right to enter payments and view balances* and *Authorised with the right to enter payments*, a user with the rights to administer has to enter in advance the GSM number of each user created by it.

A user with the right to administer may edit the names as per the identity card, the address for correspondence and email of each user to the respective registration in object Register – Register of users.

Personal number/foreigner’s number may be amended only of a user of the type *“Authorised with the right to enter payments and view balances”* and *“Authorised with the right to enter payments”*.

For the creation of new users of the type *“Legal representative”*, *“Beneficiary”* and *“Authorised with the right to dispose”* it is necessary to visit an office of the Bank for their activation by the two persons /the manager and the new user/, for this purpose it is necessary that the user submit in advance an application for registration with a company or personal QES via *“Addition of a company employee via QES”*. Upon the visit at the Bank a power of attorney certified by notary public should be presented and this POA authorizes the ordering of transfers, completion of declarations under the LMML, declarations for transfers to a third party and statistics of BNB. It is necessary that the company have at least one user with rights to administer (to have operational banking). In case a user with rights to dispose is granted administrative rights it is necessary that the same user dispose with a company QES in order to administer.

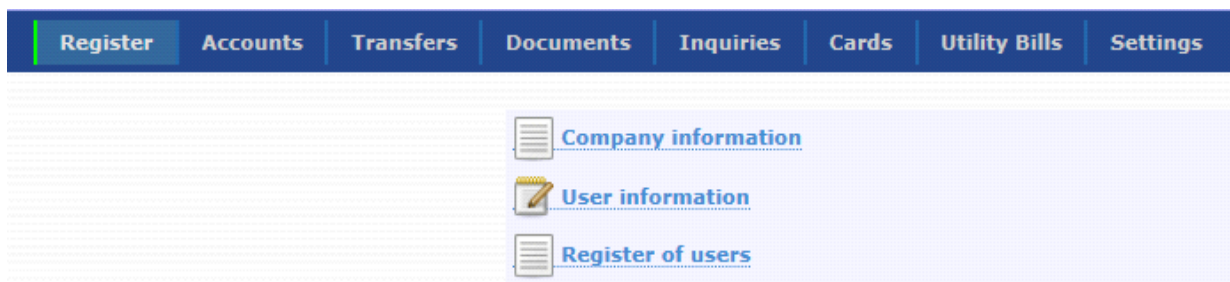
The creation of new users without rights to dispose is effected via submitting an application for registration with a company or personal QES via *“Addition of a company employee via QES”*. It is necessary that the company have at least one user with rights to administer (to have operational banking).

In case all users within the company registration are terminated (or the registration is terminated), for a second registration it is necessary to submit an application for registration via *“Addition of a company employee via QES”*, and not via *“Initial company registration via electronic signature – QES”*.

How to add a new user?

Enter with a user name and password of a system administrator.


Choose *“Register”*, then *“Register of users”* and *“Create a new user”*.



A window opens, in which you enter the information about the new user:

Name	Value
Name	<input type="text"/>
Surname	<input type="text"/>
Family name	<input type="text"/>
ID number	<input type="text"/>
Contact address	(empty)
e-mail	<input type="text"/>
Username	<input type="text"/>
User type	--- <input type="button" value="v"/>

You complete the names and personal number of the user that works with the system. The information about the person shall correspond with the data from the identity document and the information, specified in the electronic signature of the person.

The field “Contact address” is completed via selecting the green arrow at the end of the row, where the address is the same as the company address. In case the address is different, then select  and enter the new address for correspondence.

You complete the username for access to the system, which must be different from that of the other company users. ***The username shall be written in Latin.***

The field “Type of user” is completed via selecting from the nomenclature: “*Authorised with the right to enter payments and view balances*” and “*Authorised with the right to enter payments*”.

After all fields are completed, press the “Preview” button, enter password and then “OK”.

Data of the user

- Registered GSM – here you can enter the phone number for confirmation of operations. In case the number is transferred to another mobile operator you should select the specific operator.
- Type of user – the field is completed automatically.
- The rights are granted by – select the user with administrative rights that created the profile.
- Localisation – the field determines in which country, where CCB Plc has branches, the service will be used.
- The account identification – the account identification will appear on the homepage of the mobile application and here you can change it.

For the newly created user to be able to enter payments in the system it is necessary that a valid Bulgarian GSM number is entered, at which he/she/it will receive SMS code for confirmation of payments.

Selection of services and limits

Place a tick in the check box CCB Online to activate the service.

Selection of accounts

Determine the status of the accounts:

- For an account to be active, you should select only field “Active”.
- For an account to be passive, you should select field “Active” and field “Only for reference”.

If field “Only for reference” is selected only, the account will be deleted from the respective profile. To recover a deleted account it is necessary to visit an office of the Bank.

Upon selected field “Only balance” it is possible to view only the account balance, without the possibility to generate other account statements and order transfers.

Deselecting the three fields also leads to deleting the account from the Internet banking.

Selection of counterparties

Here you can enter new counterparties, deactivate old ones and change the description thereof. You can enter BGN and foreign exchange counterparties.

Additional rights for company users

Here you can specify the reports, which the user sees and the type of transfers, which he/she enters. Select the “Preview” button.

User		
Registration for CCB Online	Yes	✓
New GSM (format 359...)	359886406685	
New GSM operator	A1	
Account balances	Yes	✓
Account statements	Yes	✓
Deposits	Yes	✓
Received transfers	Yes	✓
Loans	Yes	✓
Credit transfer /Payment order	Yes	✓
Transfer order / deposit slip to the budget	Yes	✓
Payment order from the budget account	Yes	✓
Transfer order for direct debit	Yes	✓
Interbank currency transfers	Yes	✓
Currency transfers to other banks and abroad	Yes	✓
Currency exchange	Yes	✓
Change of counterparties with SMS	Yes	✓
Account BG75CECB9790xxxxxxxxxx		
Активна CCB Online	Yes	✓
Counterparty		
Active CCB Lite/Mobile	Yes	✓
Counterparty		
Active CCB Lite/Mobile	Yes	✓
Counterparty		
Active CCB Lite/Mobile	Yes	✓
Records count 5		
Enter your password:	<input type="password"/>	
Enter secure/sms code:	<input type="password"/>	
<input type="button" value="Cancel"/> <input type="button" value="Back"/> <input type="button" value="OK"/>		

You confirm with a password and SMS code, received on the phone of the user, making the entry.

In “Register” - “Register of users” an entry appears with the newly created user.

Another step you have to make is to create a password for the new user, which is made in the following way:

Enter the web site of the bank and at the homepage of CCB Online choose “New password” and again “New password”.

Username	<input type="text"/>
Email Address	<input type="text"/>
New password	<input type="password"/>
Confirm new password	<input type="password"/>
<input type="button" value="Cancel"/> <input type="button" value="Preview"/>	

Enter the username of the new user, email address after which you complete the field for password and confirm the new password for access.

The newly created password shall be confirmed by the company administrator. After log into the system with a username and password, the administrator goes to “Register,

Register of users”, goes to the entry with the names of the new user, enters “Detailed overview of the entry”, after that selects the button “Conformation of a new password”.

Third step: the new user can enter the system only if he/she registers the electronic signature. For this purpose he/she goes to www.ccbank.bg, selects *Log into CCB Online* and follows the steps below:

- Management of certificates
- User and password – enter the user name and password of the new user
- Registration of a qualified electronic signature for working with *CCB Online* (it is necessary that the smart card and reader be installed)
- Registration of a certificate



There appears a screen with your certificates. It is necessary to choose the certificate of the issuer of the electronic signature (for example Info notary)

- Then follows the entry of the PIN
- There appears a screen with information of the certificate
- Press the Registration button
- In keeping with the condition the data of the user in the Internet banking to be equal with the data of the client, registered for qualified electronic signature, a message from the system will appear“ *Your certificate has been registered successfully*“. Otherwise, the system will return the error “Invalid data“.

After the performance of these steps, the newly created user may use the service CCB Online, entering directly via “Log into” with his/her user name and password.

Management of accounts, creation of specimen, management and right of users

(valid only for legal entities)

Virtual specimen- Upon more than one user, operating with the accounts, you have the possibility to create a virtual specimen, with which to define its work rights.

The creation of account specimen concerns legal entities that want their transfers via *CCB Online* to be processed always, signed by two or more beneficiaries, in combination with the signatures “always jointly”.

The specimens are created by the *Administrator* for the given legal entity and concern only the users with status “*Beneficiary*”, “***Legal representative***” and “*Authorised with the right to dispose*” (because only they are entitled to sign payment documents).

In order to create specimens for a given account, the user with Administrator rights enters the system, goes to the Register menu and selects “*Management of accounts*”, “*Specimen*” button and selects Addition of a specimen, whereas after completing the data, he/she should select that the specimen is active.

Name	Value
User	---
Up to amount	0.00
To date	00.00.0000 00:00:00
Active	<input checked="" type="checkbox"/>

Cancel OK

For a certain account you may create more than one specimen with the respective combinations of users, entitled to dispose with the account.

Managing the rights of users for working in the system – It is possible that the administrator limits the access of a given user only to the performance of a certain type of payment orders. In order to use this capability of the system, you should log into the service with the user name and password of the Administrator, select Register and User rights. Here you make the changes, as per your wishes or leave them in their initial form – each user has access to all menus in the system.

Tools	User	Name	Пълни права за сметки	Account balances	Account statements	Deposits	Received transfers	Loans	Credit transfer / Payment order	Transfer order / deposit slip to the budget	Payment order from the budget account	Transfer order for direct debit	Remuneration files	Interbank currency transfers	Currency transfers to other banks and abroad	Currency exchange	Потвърждаване на контрагенти с SMS
	testulanton	АНТОНИЯ ЕВГЕНИЕВА ДИМИТРОВА	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓
	testuloni	АНТОНИЯ ЕВГЕНИЕВА ДИМИТРОВА	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓
	sche123	Мартин Петров Тодоров	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓
	tonicp	Антония Евгениева Димитрова	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	No	Yes ✓	Yes ✓	Yes ✓	Yes ✓
	testulermia	ЕРМИНА ИВАНОВА КОСТОВА	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	Yes ✓	No	No	No	Yes ✓	Yes ✓	Yes ✓	No

Limiting the access of a user to a certain account: It is possible any account, registered for Internet Banking to be seen in CCB online only by a certain user, entitled to operate with this account. Follow these steps: from the Settings menu – Changes in the registration/limits.

Selection of accounts

- Select the accounts, which will be active for CCB Online, CCB Lite/Mobile.
- Select, if you want the account to be only for reference.
- The rights on the accounts for Lite and Mobile are common.

Customer	Currency	Description	CCB Online			CCB Lite/Mobile	
			Active Only for reference	Only balance	Active Only for reference		
[Закрита] ФИРМА XXX ООД			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG24CECB979021	00 USD		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ФИРМА XXX 1 ООД							
BG07CECB9790	01 BGN		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG34CECB9790	00 BGN		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG76CECB979022	00 GBP		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG41CECB979012	00 GBP		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG93CECB979013	00 CHF		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG77CECB979010	02 BGN		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Via selecting /deselecting the fields you can edit the access of a certain user to a specific account.

In case you select the field “Only balance” the user does not have access to the payments entered by the other users from a particular account, but can check the balance via the “Reports” menu -> “Account balances”.

Note!!! Upon creating a new user with the rights to enter payments, he/she automatically receive an access to all accounts, added to the registration of the client.

To allow *Beneficiaries and users, authorized with the right to dispose* to work with accounts, opened after 01.07.2017, they should present a power of attorney certified by notary public at a Bank office. After presenting the power of attorney certified by notary public, a user with administrative rights should authorize the account for the specific user with rights to dispose from object

Register – User rights editing and in “Choice of accounts” he/she places a tick in Active and/or Only for reference for the particular account.

In case an error appears on the screen:

Selection of accounts

- Select the accounts, which will be active for CCB Online, CCB Lite/Mobile.
- Select, if you want the account to be only for reference.
- The rights on the accounts for Lite and Mobile are common.

Customer	Currency	Description	CCB Online			CCB Lite/Mobile	
			Active	Only for reference	Only balance	Active	Only for reference
[Закрита] ФИРМА ХХХ ООД			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG24CECB97902	Ю USD		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ФИРМА ХХХ 4 ООД			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BG07CECB979010	01 BGN		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The names of the user are different from the names as per the identity document, registered at the Bank. Enter the correct names in the Register of users!

it is necessary that a user entitled to administer edit the names of the user as per the identity card. In case a correction in the personal number is necessary, the profile should be terminated and a new profile should be created at a Bank office.

The system allows the user with administrative rights to make corrections to the registration /limits of other users in the registration. For *Beneficiaries* and *Legal representatives* it is possible to be given administrative rights, as well as to activate the option “Confirming changes only with SMS”.

“Confirming changes only with SMS” allows the user to make changes in the registrations /limits. Without active option “Confirming changes only with SMS”, corrections in the rights are possible only at an office of the Bank.

The corrections are made from the menu: **Register – User rights**

Settings for mobile banking

User data

Registered GSM

088* ****85

New GSM (format 359...)

Customer

User type:

Representative

Правата се дават от:

testulmini

Localisation

Bulgaria

The account identification* will appear on the homepage of the mobile application.

The account identification

In case you want to change the GSM for confirmation of operations of another user the changes are made from the menu: Register – User rights

You should enter the new number and select the specific operator and press the Preview button. You confirm with the entry of a password and SMS code, received on the phone of the user with administrative rights.

Important information concerning the use of the CCB Online service by individuals

The individuals who use the service will be able to make changes to the registration /limits in their profile, after activating the option “Confirming changes only with SMS” at a Bank office. Otherwise the change in the registration /limits is made only at a Bank office.

In case you have an active option “Confirming changes only with SMS”, the changes can be made in object Settings – Change in the registration /limits.

Register Accounts Transfers Documents Inquiries Cards Utility Bills Settings

History 1 10:01 Settings for mobile banking

Customer - Test user

User data Test user

Registered GSM: 0667 ****9999
 If you select "Confirmation of changes only with SMS", you will not have to sign the changes with electronic signatures.
 Confirming changes only with SMS: ☒
 Localisation: Cyprus ☒
 *The account identification "will appear on the homepage of the mobile application.
 The account identification: Test user

Selection of services and limits

- Select the service you will use and enter limits.
- Note: If no limits are entered, you will not be able to pay!
- Cap of the limit for counterparties, utility bills and payments to the government - 8'000.00 BGN (Mobile); 5'000.00 (Lite) - The upper limit of Lite is 5'000.00
- Cap of the limit for all remaining beneficiaries - 4'000.00 BGN (Mobile); 500.00 (Lite) - The upper limit of Lite is 500.00
- The amounts ordered to own accounts are excluded from the two types of limits.

Service	CCB Online	CCB Lite	CCB Mobile
Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Daily limit for counterparties, utility bills and payments to the government	Without limit: 4500.00	8000.00	
Daily limit for all remaining beneficiaries	Without limit: 500.00	4000.00	

Selection of accounts

- Select the accounts, which will be active for CCB Online, CCB Lite/Mobile.
- Select, if you want the account to be only for reference.
- The rights on the accounts for Lite and Mobile are common.

Customer	Currency	Description	CCB Online	CCB Lite/Mobile
			Active Only for reference	Active Only for reference
Test user				
B064CECB979	BGN		<input type="checkbox"/>	<input type="checkbox"/>
B054CECB979	USD		<input type="checkbox"/>	<input type="checkbox"/>
B040CECB979	BGN		<input type="checkbox"/>	<input type="checkbox"/>
B093CECB979	BGN	Кр. изгра. Тон...	<input type="checkbox"/>	<input type="checkbox"/>
B023CECB979	BGN	Землен Тон...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B004CECB979	BGN	Универс. BGN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B031CECB979	BGN	Сметовна	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B018CECB979	EUR	Универс. EUR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Selection of cards

- Select the cards, which you will see respectively in CCB Lite/Mobile.
- For these cards you will be able to see the balances and the transactions.
- If you have the respective rights, you will be able to restrict and release them.

Cardholder	Card number	Description	Accessible for CCB Lite/Mobile	Разрешено в броярването
ANTONIYA DIMITROVA 5169****1910	WORLD DEBIT MASTERCARD C		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Management of devices

- Here you can activate, restrict and deactivate the devices, on which you have installed the application for CCB Mobile.
- If you deactivate one device, in order to work again with it you have to make a new registration from the application.

#	Name of the device	Confirmation date	Deactivated	Temporary blocked	Active
1	E2105	19.06.2018 09:03:59	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	TA-1053	05.06.2018 11:31:45	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	SM-A315F	04.06.2018 14:30:24	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	ELIZABETHA	16.03.2018 14:37:18	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Han	20.07.2017 15:50:21	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Han	19.04.2017 10:14:33	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	SM-A320FL	19.04.2017 09:16:12	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Lenovo A76_ROW	10.04.2017 11:05:16	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Doynovam's iPhone	20.03.2017 09:26:17	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Lenovo A536	08.03.2017 11:12:21	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	iPhone	08.03.2017 11:06:42	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Tara	07.03.2017 14:47:44	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	ELIZABETHA	07.03.2017 14:11:37	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Dayan's iPhone	21.02.2017 15:42:18	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Eline	13.02.2017 15:37:22	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	GT-190601	10.02.2017 17:01:59	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17	GT-190601	06.02.2017 11:45:55	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Way of work with the counterparties

- Specify the way of using the existing and newly created counterparties.

I would like to use all existing counterparties, created by me in CCB Online and CCB Lite/Mobile: ☐
 The new counterparties are valid for CCB Lite/Mobile: ☐

Select counterparties

Cancel Preview

User data

-Registered GSM – here you can enter /change the phone number for confirmation of operations. In case the number is transferred to another mobile operator, you should choose the correct one.

- Confirming changes only with SMS – here you can deactivate the option
 - Localisation – in case you have an account with the Cyprus branch in order to make a transfer from the account it is necessary to specify localization – Cyprus.

Choice of services and limits

Here you can temporarily terminate the access of the registration CCB Online or CCB Lite via deselecting the field, as well as to decrease the limit for CCB Lite.

Choice of accounts

Here you can change the status of the registered accounts

- For an account to be active, you should select only field “Active”.
- For an account to be passive, you should select the “Active” field and “Only for reference” field. If only field “Only for reference” is selected, the account will be deleted from the respective profile. To recover a deleted account it is necessary to visit a Bank office.

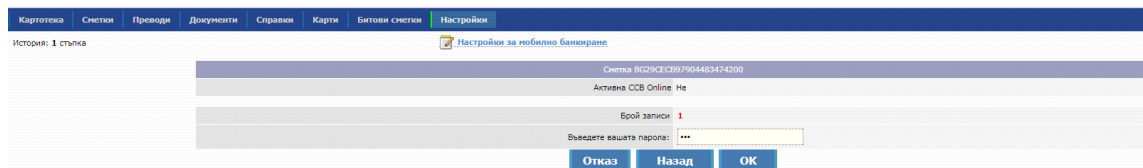
Upon selected field “Only balance” it is possible to see only the account balance, without the possibility to generate other reports and order transfers.

Deselecting the three fields also leads to deleting the account from the Internet banking.

Choice of counterparties

Here you can enter new counterparties, deactivate the old ones and change their description. You can enter BGN and FX counterparties.

Select the “Preview” button and enter your password.




Important!

For your additional security we have introduced one-off confirmation via SMS to a number specified by you. The one-off code is used only upon initial ordering to a certain IBAN and will not be necessary for IBANs of beneficiaries, to whom you already made transfers. The registration of a mobile phone is made upon your initial registration or at a Bank office.

Templates

The creation of transfers templates is intended to facilitate the work of clients upon periodic payments to a given counterparty.

In order to start the use of this possibility of CCB online, first you should have a transfer, effected to the given counterparty. After that you go to menu “Transfers”, “Templates”, “Creation of Templates” and select the respective type of transfer, via the button  you create it as a template.

In case you want to terminate the use of a given template, you may deactivate it via the menu “Transfers”, “Templates”, select the respective type of transfer, press the button “Editing of entry” and untick the field *Active*.

Transfer counterparties

Here you can create as entries your counterparties, in whose favor you make the payments. This will facilitate your work with the system, because upon ordering a transfer you will be able to select a counterparty, without the necessity to enter again information about it. The addition of entry is made in the object *Register – Transfer counterparties* via the *Entry of a new entry* by the user with the right to administer. In the form you complete: *Identification of the counterparty*, *IBAN of the transfer beneficiary*, *Description* – you may complete the

field as per your choice. In the last field *Active* you choose *Yes*. The entry is confirmed with SMS code.

Users who do not have administrative rights, because they cannot use object *Transfer counterparties*, add a counterparty only with the drawing up and confirmation of the payment.

In case you want to add a counterparty for FX transfers to another bank and abroad, you should select field “Wire transfers outside the Bank” and complete in Latin the obligatory fields: *Counterparty name*, *Bank of the transfer beneficiary*, *SWIFT code of the receiving bank*, *Accurate address of the bank beneficiary* and *Address of the beneficiary*.

The screenshot shows a web application interface for adding a new record to the 'Transfer counterparties' table. The interface has a header bar with a 'Cancel' button and a 'Preview' button. Below the header, there is a table with two columns: 'Name' and 'Value'. The table contains several rows of data, including fields for 'Account of the transfer beneficiary', 'Correspondence's identification', 'Description', 'Bank of the transfer beneficiary', 'SWIFT code of beneficiary bank', 'Bank code of the bank in USA - ABA Routing Number', 'Toxev spec: CCB's beneficiary', 'Toxev via Beneficiary', 'Toxev via Beneficiary', 'Beneficiary address', 'Active CCB Online', and 'Active CCB Unilateral'. The 'Active' field is checked, and the 'Beneficiary address' field contains the value '8 Roma Str'. At the bottom of the form, there are 'Cancel' and 'Preview' buttons.

In case you do not want to use a counterparty any more, you can deactivate it in menu “Register”, “Transfer counterparties”, “Editing of entry”, unticking the field *Active*. The entry is confirmed with a password.

The deactivation of counterparties can be made by all users regardless of their rights.

For legal entities: A change in the object is made by the user that created the entry for the counterparty.

Client accounts

From the menu Accounts– Client accounts you can see all accounts added to your registration for Internet banking. Here you can deactivate an account for active Internet banking – i.e. so that no transfers can be effected from the account via CCB online.

Adding new record into Промяна на права по сметки

Name	Value
Individual	Test user
IBAN	BGB7CECB87901
Customer identification	Test user
Description	Current
Регистрация за CCB Online	
Active	<input checked="" type="checkbox"/>
The account is only for reference	<input type="checkbox"/>
Регистрация за CCB Lite/Mobile	
Active	<input type="checkbox"/>

Cancel Preview

If you want an account again to be active for operations via CCB Online, it is necessary to visit an office of the Bank. The individuals, who have an active option “Confirming changes only with SMS” will be able to activate the accounts in their profile, without visiting a Bank office.

Transfer statuses

The transfer statuses are three types:

Choose payment order status !	<div> <div>---</div> <div>Sent</div> <div>Unsent</div> <div>Refused</div> </div>
Performance date !	10.05.2010

“Sent” – selected, when the transfer has to be accounted for.

“Not sent” – selected, when the transfer will be confirmed at a later stage.

“Refused” – selected to refuse the transfer.

Each transfer with status different from accounted for may be edited by choosing “Refused” status. The transfer will have status “Refused by the ordering customer”.

Credit transfer/payment order

Transfers in BGN – Credit transfer / Payment order – from this menu transfers are made between accounts with CCB, as well as transfers to other banks.

Select the button “Insert new record”

Adding new record into Credit transfer / Payment order

Cancel Preview

Избор на готов макет

Template ---

Document data

IBAN of ordering customer ---

For the amount of 38000.00

Remittance information Proba

Selection of transfer beneficiary (empty)

Name of the beneficiary IME2

IBAN of the beneficiary BG25CECB*****

BIC of the beneficiary bank CECBBGSF

Добави в кореспонденти за преводи ☒


Urgent payment No

Choose payment order status Sent



Performance date 18.09.2018

Cancel Preview

- “Template” – if you have a template created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.







-  IBAN of the Ordering customer – in this field you specify the account, from which the payment will be made.

For Account Ordering customer only a BGN account may be selected. If you do not see any specified accounts upon pressing the drop-down button, this means that there are no active BGN accounts, added to your registration.




- For the amount of - here specify the transfer amount.
- Remittance information – specify the transfer grounds. Letter-digit symbols, as well as dots are allowed.
- Selection / addition of transfer beneficiary – if you have already made a transfer to this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

Back

(press 'next' to update rows count) | first | previous | next | last

Tools	Correspondent's identification	Account of the transfer beneficiary	Currency	Description	Bank of the transfer beneficiary	Active CCB Online	Active CCB Lite/Mobile
  	Test Test	BG2782889155101			РАЙФАЙЗЕНБАНК АД СОФИЯ	Yes	
  	DEVAN BORISOV	BG48CECB9790105	BGN		ЦЕНТРАЛНА КООПЕРАТИВНА БАНКА	Yes	

If you effect a transfer to a new counterparty and intend to make such transfers to him again, press the button “Insert new record”, in order to add him/her as a counterparty.

Name	Value
Customer	Test user
Account of the transfer beneficiary	<input type="text"/> 
Correspondent's identification	<input type="text"/> 
Description	<input type="text"/> 
BGN transfers and book transfers	<input type="checkbox"/>
Wire transfers	<input type="checkbox"/>
Active CCB Online	<input checked="" type="checkbox"/>
Active CCB Lite/Mobile	<input checked="" type="checkbox"/>

Cancel Preview

This option is accessible only to users individuals and company users with rights to administer.

Enter the data, select “Preview” and then “OK”.

- Identification of the beneficiary – specify the name of the transfer beneficiary.
- IBAN of the beneficiary – specify the IBAN of the transfer beneficiary.
- BIC of the beneficiary’s bank – specify the BIC of the Bank.
- Add in transfer Counterparties – the field has been selected upon default and automatically an entry is created for the beneficiary in object “Counterparties”.
- Urgent payment – if you change the field to “Yes”, the transfer will be sent via RINGS. Via RINGS amounts above BGN 100 000 are transferred, even if you have not indicated that the payment is urgent.
- Select status of the payment order - if you want the transfer to be processed, you have to specify “Sent” status.


Choose payment order status	<div style="border: 1px solid black; padding: 5px;"> <div style="background-color: #e0e0e0; padding: 2px;">---</div> <div style="background-color: #0070c0; color: white; padding: 2px;">Sent</div> <div style="background-color: #e0e0e0; padding: 2px;">Unsent</div> <div style="background-color: #e0e0e0; padding: 2px;">Refused</div> </div>
Performance date	<div style="border: 1px solid black; padding: 2px;"> 10.09.2010 </div>

- Date of performance – specify the date, on which the transfer is performed. If you specify a future date, till this date the transfer will have status “Under processing”.
- Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45), it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<input type="text"/>	
-----------------	----------------------	--

After the entry of information in the field for Origin of funds, the data of the declaring person and the transfer amount is entered automatically. If editing of the declaring person's data is necessary, the “Changes” button is selected. Otherwise you select the “Continue” button to confirm the transfer.

After you complete all the components of the payment order, press the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a screen will appear for the entry of your password.

Document data		
IBAN of ordering customer	BG31CECB	спестовна
For the amount of	38' 000.00	
Remittance information	Proba	
Selection of transfer beneficiary	Test Test	
Name of the beneficiary	Test Test	
IBAN of the beneficiary	BG27RZBB9155	
BIC of the beneficiary bank	RZBBBGSF	
Bank	RAIFFEISENBANK (BULGARIA) EAD	
Добави в кореспонденти за преводи	Yes	
Urgent payment	No	
Choose payment order status	Sent	
Performance date	18.09.2018	
Въведен от	adimitrova	
Date of entry	18.09.2018	
Time of entry	14:24:06	
Input channel	Internet banking	
Enter your password: <input type="password"/>		
<div>Cancel</div> <div>Back</div> <div>OK</div>		

After entry of the password select “OK”.

Payment order/ Deposit slip to the budget

The payments to the budgetary accounts are made via the menu “Transfers”, “Transfers in BGN”, “Payment order/ Deposit slip to the budget”.

Select the button “Insert new record”.

Избор на корисник

Template: ---

Document data

Customer account payer: ---

For the amount of: 100.00

Remittance information: Proba

Select/ add transfer beneficiary: (empty)

Name of the beneficiary: IME2

IBAN of the beneficiary: BG10BNBG****

BIC of the beneficiary bank: BNBGGSD

Payment type: ---

Добијте кореспонденцију за прелиминар: ☒

Type of the document, on which the payment is made: 9-згизис

Number of the document, on which the payment is made: ---

Date of document, on which the payment is made: 18.09.2018

Date of a period beginning: 01.08.2018

Date of a period end: 31.08.2018

Name of the liable person: IME

BULSTAT of the liable person: ---

Liable person ID number: 1111111111

Personal ID of foreigner: ---

Urgent payment: No

Choose payment order status: Sent

Performance date: 18.09.2018

Cancel Preview



- “Template”– if you have a template created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.
- Client account Ordering customer – in this field you specify the account, from which the payment will be made.







For Account Ordering customer only a BGN account may be selected. If you do not see any specified accounts upon pressing the drop-down button:

IBAN of ordering customer: ---






this means that there are no active BGN accounts, added to your registration.

- To the amount of - here specify the transfer amount.

- Remittance information – specify the transfer grounds. Letter-digit symbols, as well as dots are allowed.
- Selection / addition of transfer beneficiary – if you have already made a transfer to this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

Tools	Correspondent's identification	Account of the transfer beneficiary	Currency	Description	Bank of the transfer beneficiary	Active CCB Online
  	TB na HAT	BGBBLUT710031			CIBANK AD	Yes
  	TB na HAT	BGBBLUT90000		2222222222222222	CIBANK AD	Yes

If you effect a transfer to a new counterparty and intend to make such transfers to him/her again, press the button “Insert new record”, in order to add him/her as a counterparty.

Name	Value
Customer	Test user
Account of the transfer beneficiary 	<input type="text"/> 
Correspondent's identification 	<input type="text"/> 
Description	<input type="text"/> 
BGN transfers and book transfers	<input type="checkbox"/>
Wire transfers	<input type="checkbox"/>
Active CCB Online	<input checked="" type="checkbox"/>
Active CCB Lite/Mobile	<input checked="" type="checkbox"/>

Cancel
Preview

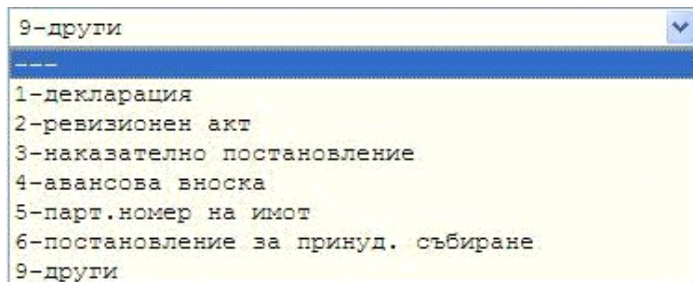
Enter the data, select “Preview” and then “OK”.

- Identification of the beneficiary – specify the name of the transfer beneficiary.
- IBAN of the beneficiary – specify the IBAN of the transfer beneficiary.
- BIC of the beneficiary's bank– specify the BIC code of the bank.
- Type of payment – you have to specify the specific type of payment for the account.
- Add in transfer Counterparties – the field is selected upon default and an entry is created automatically for the beneficiary in object “Counterparties”.
- Type of the document, on which the payment is made: the possible options for completion are:

9- other

- declaration
- revision act
- punitive decree
- advance installment
- tax batch number of the estate 6- decree for enforced collection

9- other






A screenshot of a web application's dropdown menu. The selected option is '9-други' (9-Other). The menu is open, showing a list of options: '1-декларация' (1-Declaration), '2-ревизионен акт' (2-Revision act), '3-наказателно постановление' (3-Punitive decree), '4-авансова вноса' (4-Advance installment), '5-парт.номер на имот' (5-Tax batch number of the estate), '6-постановление за принуд. събиране' (6-Decree for enforced collection), and '9-други' (9-Other).

- Number of the document, on which a payment is made
- *Date of the document, on which the payment is made* - complete only in the cases, when there is a document, based on which the payment is made (*For example: the date of the revision act*).
- Date of a period beginning
- Date of a period end

In the fields *Date of a period beginning* and *Date of a period end* complete the date, month and year of the respective period.

- Liable person – complete the data of the liable person.
- Bulstat of the liable person – complete, the liable person is a company.
- Personal number of the liable person – complete, the liable person is an individual.
- Foreigner's number – complete, when the liable person is a foreigner with a foreigner's number.
- Urgent payment – you choose whether the transfer will be effected via BISERA or RINGS. When you mark Urgent payment “Yes”, this means that your transfer will be effected via RINGS.
- Select status of the payment order – if you want the transfer to be processed, you have to specify “Sent” status.

Choose payment order status 	<div> <div>---</div> <div>Sent</div> <div>Unsent</div> <div>Refused</div> </div>
Performance date 	<div>10.05.2018</div> <div></div>

- Date of performance – specify the date, on which the transfer will be performed. If you specify a future date, till its occurrence, the transfer will have “Under processing” status.

23. Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45), it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<div></div> <div></div>
-----------------	--

After entry of information in the Origin of funds field, the data of the declaring person and the transfer amount is completed automatically. If editing of the declaring person’s data is necessary, the “Changes” button is selected. Otherwise you select the “Continue” button to confirm the transfer.

After you complete all the components of the payment order, press the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a screen will appear for the entry of your password.

Note: *Transfers, directed to accounts of NAP GDO at CCB PLC, are performed as late as 4 p.m.*

Payment order/ Deposit slip to the budget (multi-row)

Итого по строке ниже

Template ---

Document data

Customer account payer ---

Payment type ---

Total amount 34'100.00

Selection of transfer beneficiary (empty)

Name of the beneficiary test

IBAN of the beneficiary BG89UNC*****

BIC of the beneficiary bank UNCRBGSF

Добавить корреспондент за перевод ☒

1

Amount 34'000.00

Remittance information test

Payment type 220800

Type of the document, on which the payment is made 9-догв

Number of the document, on which the payment is made

Date of document, on which the payment is made 18.09.2018

Date of a period beginning 01.08.2018

Date of a period end

2

Amount 100.00

Remittance information test

Payment type 222800

Type of the document, on which the payment is made 9-догв

Number of the document, on which the payment is made

Date of document, on which the payment is made 00.00.0000

Date of a period beginning 00.00.0000

Date of a period end 00.00.0000

3

Amount 0.00

Remittance information

Payment type

Type of the document, on which the payment is made ---

Number of the document, on which the payment is made

Date of document, on which the payment is made 00.00.0000

Date of a period beginning 00.00.0000

4

Amount 0.00

Remittance information

Payment type

Type of the document, on which the payment is made ---

Number of the document, on which the payment is made

Date of document, on which the payment is made 00.00.0000

Date of a period beginning 00.00.0000

Date of a period end 00.00.0000

data about the liable person

Name of the liable person testt

BULSTAT of the liable person

liable person ID number 1111111111

Personal ID of foreigner

Urgent payment No

Choose payment order status Select

Performance date 18.09.2018

Origin of funds



Cancel Preview

The menu is used, when you order payments to revenues administrators /the National Revenue Agency, the Customs Agency, etc / and you have to pay from one to four different liabilities to the same account of the beneficiary.

For a multi-row payment order the obligatory requirement is that the IBAN of the transfer beneficiary has 13 digit "8".






- “Template”– if you have a template created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.
- Client account Ordering customer – in this field specify the account, from which the payment will be made.
For Account Ordering customer only a BGN account may be selected. If you do not see any specified accounts upon pressing the drop-down button:

this means that there are no active BGN accounts, added to your registration.

- *Type of payment* to the payer account – completed only for accounts of budget spending units.
- Selection of transfer beneficiary – if you have already made a transfer to this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

Tools	Correspondent's identification	Account of the transfer beneficiary	Currency	Description	Bank of the transfer beneficiary	Active CCB Online
	T2 na HAT	BGBBUB3710931			CIBANK AG	Yes
	T2 na HAT	BGBBUB3710931		2222222222222222	CIBANK AG	Yes

If you effect a transfer to a new counterparty and intend to make such transfers to him/her again, press the button “Insert new record”, in order to add him/her as a counterparty.

Name	Value
Customer	Test user
Account of the transfer beneficiary 	<input type="text"/> 
Correspondent's identification 	<input type="text"/> 
Description	<input type="text"/> 
BGN transfers and book transfers	<input type="checkbox"/>
Wire transfers	<input type="checkbox"/>
Active CCB Online	<input checked="" type="checkbox"/>
Active CCB Lite/Mobile	<input checked="" type="checkbox"/>

Cancel Preview

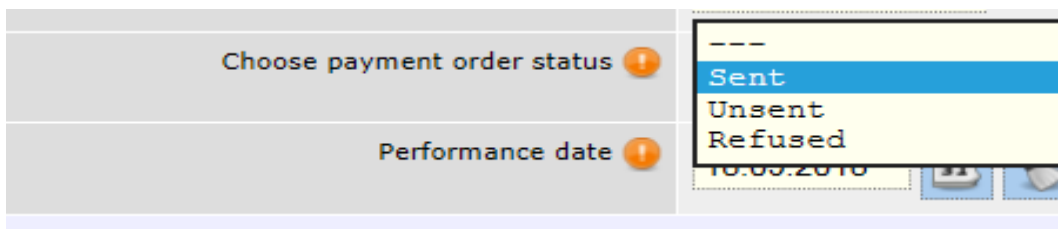
Enter the data, select “Preview” and then “OK”.

- Identification of the beneficiary – specify the name of the transfer beneficiary.
- IBAN of the beneficiary – specify the IBAN of the transfer beneficiary.
- BIC of the beneficiary's bank – specify the BIC of the bank.
- Add in transfer counterparties – the field was selected upon default and automatically creates an entry of the beneficiary in object "Counterparties".
- To the amount of - here specify the transfer amount.
- Remittance information – specify the transfer grounds. Letter-digit symbols, as well as dots are allowed.
- Type of payment – you have to specify the particular type of payment, in view of what you pay (completed for accounts of revenues administrators)
- Type and number of the document, on which the payment is made: the possible options for completion are:
9- other
 - declaration
 - revision act
 - punitive decree
 - advance installment
 - tax batch number of the estate 6- decree for enforced collection
- 9- other
- *Date of the document, on which the payment is made* – completed only in the cases, when there is a document, based on which the payment is made (*For example: the date of the revision act*).
- Date for a period beginning
- Date for a period end

In the fields *Date for a period beginning* and *Date for a period end* the date, month and year of the respective period are completed.

- Liable person – complete the data of the liable person.
- Bulstat of the liable person – complete, the liable person is a company.
- Personal number of the liable person – complete, the liable person is an individual.

- Foreigner's number – complete, when the liable person is a foreigner with a foreigner's number.
- Urgent payment – you choose whether the transfer will be effected via BISERA or RINGS. When you mark Urgent payment „Yes”, this means that your transfer will be effected via RINGS.
- Select the status of the payment order – if you want the transfer to be processed, you have to specify “Sent” status.



- Date of performance – specify the date, on which the transfer is performed. If you specify a future date, till this date the transfer will have status “Under processing”.

23. Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45), it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.



After the entry of information in the field of the origin of funds, the data of the declaring person and the transfer amount is completed automatically. If editing of the declaring person's data is necessary, then the “Changes” button is selected. Otherwise you select the “Continue” button to confirm the transfer.

After you complete all the components of the payment order, select the “Preview” button. In case there is an error in any of the fields, a message will appear with the particular error. If everything is completed correctly, a screen for the entry of your password will appear.

Payment from a budget account

The “Payment from a budget account” menu is used by budget spending units.

Select “Insert new record”.



- “Template” – if you have the template, created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.







- Client account payer – in this field you specify the account, from which the payment will be made.

For Account Ordering customer only a BGN account may be selected. If you do not see any specified accounts upon pressing the drop-down button:






this means that there are no active BGN accounts, added to your registration.

- Type of payment – the type of payment, if any, is completed.
- Add in transfer counterparties – the field was selected upon default and automatically creates an entry of the beneficiary in object “Counterparties”.

- To the amount of – here specify the transfer amount.
- Remittance information – specify the transfer grounds. Letter – digit symbols, as well as dots are allowed.
- Selection / addition of transfer beneficiary – if you have already made a transfer to this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

Tools	Correspondent's identification	Account of the transfer beneficiary	Currency	Description	Bank of the transfer beneficiary	Active CCB Online
  	TG na HAT	BGBAB0310031			OIEAHK AZ	Yes
  	TG na HAT	BGBAB0300000		222222222222222222	OIEAHK AZ	Yes

If you effect a transfer to a new counterparty and intend to make such transfers to him/her again, press the button “Entry of a new entry”, in order to add him/her as a counterparty.

Name	Value
Customer	Test user
Account of the transfer beneficiary 	<input type="text"/> 
Correspondent's identification 	<input type="text"/> 
Description	<input type="text"/> 
BGN transfers and book transfers	<input type="checkbox"/>
Wire transfers	<input type="checkbox"/>
Active CCB Online	<input checked="" type="checkbox"/>
Active CCB Lite/Mobile	<input checked="" type="checkbox"/>

Cancel Preview

Enter the data, select “Preview” and then “OK”.

- Identification of the beneficiary – specify the name of the transfer beneficiary.
- IBAN of the beneficiary – specify the IBAN of the transfer beneficiary.
- BIC of the beneficiary's bank – specify BIC code of the bank.
- Type of payment - you have to specify the particular type of payment, in line with what you pay (completed for accounts of revenues administrators)

- Type and number of the document, on which the payment is made: the possible options are:

9- other

- declaration
- revision act
- punitive decree
- advance installment
- tax batch number of the estate 6- decree for enforced collection 9- other
- *Date of the document, on which the payment is made* - completed only in the cases, when there is a document, based on which the payment is made (*For example: date of the revision act*).
- Date for a period beginning
- Date for a period end

In the fields *Date for a period beginning* and *Date for a period end* the date, month and year of the respective period are completed.

- Liable person – complete the data of the liable person.
- Bulstat of the Liable person – complete, when the liable person is a company.
- Personal number of the liable person – complete, when the liable person is an individual.
- Foreigner's number – complete, when the liable person is a foreigner with a foreigner's number.
- Urgent payment – you choose whether the transfer will be effected via BISERA or RINGS. When you mark Urgent payment “Yes”, this means that your transfer will be effected via RINGS.
- Select status of the payment order - if you want the transfer to be processed, you have to select “Sent” status.

The screenshot shows a web form with two main sections. The first section is titled 'Choose payment order status' and features a dropdown menu. The menu is open, showing three options: 'Sent' (highlighted in blue), 'Unsent', and 'Refused'. The second section is titled 'Performance date' and shows a date field with the value '10.09.2010'. There are orange circular icons with exclamation marks next to both section titles.

- Date of performance – specify the date, on which the transfer will be performed. If you specify a future date, till its occurrence, the transfer will have “Under processing” status.
- Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45),

it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<input type="text"/>	
-----------------	----------------------	--

After the entry of information in the field of the origin of funds, the data of the declaring person and the transfer amount is completed automatically. If editing of the declaring person's data is necessary, then the "Changes" button is selected. Otherwise you select the "Continue" button to confirm the transfer.

After you complete all the components of the order, press the "Preview" button. In case there is an error in any of the fields, an error message will appear. If everything is completed correctly, a screen will appear for entry of your password. After entry of the password select "OK".

Budget payment SEBRA

Име	Стойност
Платете на- име на получателя	ОБЛАСТНА ДИРЕКЦИЯ НА МВР
IBAN на получателя на превода	BG82UBBS80023106151600
BIC на банката на получателя	UBBSBG30
Вид плащане получател	
Сума	10.00
Въвеждане на основание	(празно)
Основание за плащане	000321013 ОХРАНА СОТ 1011 1211
Наредител	община Перник
Код дейност	
Код на бюджетния разпоредител	0171240037
Вид плащане СЕБРА	10
Изберете статус на платежното нареждане	Изпратен
Дата на изпълнение	29.11.2011
<div>Отказ</div> <div>Преглед</div>	

The menu "Budget payment SEBRA" may be used by a budget company, which has the provided by the Ministry of Finance 10-digit code to initiate payments via SEBRA /the system for electronic budget payments /. Select the button "Entry of a new payment SEBRA".

- Pay to – name of the beneficiary: the exact name of the legal entity or individual, beneficiary of the amount is specified.
- IBAN of the transfer beneficiary: the number of the bank account, on which the amount of the budget payment has to be credited, is indicated.


* When the 13th digit in the IBAN of the transfer beneficiary is "8", the field "Type of payment beneficiary" is obligatory.





- BIC of the beneficiary bank: the BIC of the Bank is specified
- Type of payment beneficiary: 6-digit code, approved by BNB and the Ministry of Finance is specified.

*Completed in the cases, when an application for payment is initiated in favour and on the account of the administrator of public receivables.

- Amount: the exact amount that has to be transferred is specified.
- Enter the remittance information:

*Completed in the cases, when an application for payment is initiated in favour and on the account of the administrator of public receivables.

You should select  to enter remittance information.

Име	Стойност
БУЛСТАТ 	126004301
Параграф по ЕБК/ Вид дан.или мит. задължение	
Месец/ година- начало 	0111
Месец/ година- край 	1111
Вид на документа 	3
Номер на документа	125849666
Дата на документа	12.11
<div>Отказ</div> <div>Преглед</div>	

BULSTAT: the BULSTAT of the ordering customer is specified

Paragraph under the Single Budget Classification / type of tax or



customs liabilities: Month / year – beginning: the date (MMYY) for the beginning of the period is specified **Month / year – end:** the date (MMYY) for the end of the period

Type of the document: the type of document, on which the application for payment is initiated, is specified.

Number of document: the number of document, on which the application for payment is initiated, is specified.

Document date: the date of issuing the document, on which the application for payment is initiated, is specified.

- Remittance information: a short description of the payment is specified
- Ordering customer: the full name of the budget spending unit, initiating the request for payment, is specified.
- Activity code: the field is completed at the discretion of the budget spending unit, initiating the request for payment.
- Code of the budget spending unit: 10-digit code, determined by the Ministry of Finance to identify the budget spending unit in SEBRA is specified correctly.
- Type of payment SEBRA: the respective code of the type of payment in SEBRA is specified
- Select the status of the payment order: if you want the payment order to be processed, you have to specify “Sent” status.

Choose payment order status 	<div> <div>---</div> <div>Sent</div> <div>Unsent</div> <div>Refused</div> </div>
Performance date 	10.03.2018




- Date of performance: select the date, on which the payment order will be performed. If you specify a future date, till the date occurrence, the payment will have status “Under processing”.
- After you complete all the components of the payment order, select the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a window will appear for the entry of your password.

Име	Стойност
Платете на- име на получателя	ОБЛАСТНА ДИРЕКЦИЯ НА МВР МОНТАНА
IBAN на получателя на превода	BG82UBBS80023106151600
BIC на банката на получателя	UBBSBG50
Банка	ОБЕДИНЕНА БЪЛГАРСКА БАНКА
Вид плащане получател	
Сума	10.00
Въвеждане на основание	(празно)
Основание за плащане	000321013 ОХРАНА СОТ 1011 1211 Ф 0000011082 03.11.11
Наредител	община Перник
Код дейност	
Код на бюджетния разпоредител	0171240037
Вид плащане СЕБРА	10
От банката	(празно)
Изберете статус на платежното нареждане	Изпратен
Дата на изпълнение	29.11.2011
Референция	С
Дата на въвеждане	29.11.2011
Въведете вашата парола:	●●●●●●●●
Отказ	Назад
OK	

Negotiating an exchange rate

If you want to obtain a preferential rate for FX purchase or sale upon BGN equivalent above BGN 10 000, you have to make an entry in *Negotiating an exchange rate* or in *Negotiating an exchange rate upon FX sale*.

Negotiating an exchange rate

Name	Value
Transfer amount	10000 
In the transfer currency	Euro EUR 
From account	BG20CECB979020C 
<div><div>Cancel</div><div>Preview</div></div>	

Example: you wish to buy EUR 10 000 against Bulgarian leva.

- Transfer amount – complete the amount, you want to buy / transfer.
- In Transfer currency – select the currency.
- From account – select the account, from which the transfer will be made.

Negotiating an exchange rate upon FX sale

Example: you wish to sell BGN 10 000 in exchange for euro.

- I want to sell the amount– enter the amount you want to sell.
- From account - select the account, from which you will make the transfer.
- In exchange for– select the currency, you would like to buy.

After the exchange rate is confirmed by the Bank, a negotiated exchange rate is formed, which is used upon inputting the respective transfer.

Wire transfer for other banks and foreign countries

From this menu you can order wire transfers for the country and abroad SWIFT or SEPA. The system automatically determines the transfer type. SEPA transfers are transfers that comply with the following criteria at the same time:



- The beneficiary's bank is in the SEPA area (EU member states, plus Switzerland, Lichtenstein, Norway and Iceland).
- The transfer currency is EUR.
- The bank charges are SHA (shared).
- The transfer value date is TOM (the next working day).
- The account of the beneficiary is a valid IBAN.

In case the transfer does not comply with the above criteria, the transfer will automatically be determined as SWIFT.

A transfer with destination another bank on the territory of the country, but in a currency other than BGN is ordered from this template and is treated as a wire transfer. **It is necessary that all fields be completed in Latin!**

данни за документа	
Клиентска сметка - наредител	---
Валута на превода	Щатски долари USD
Сума на превода	36'500.00
Данни за наредителя	
Наредител	
Населено място/Държава	Bulgaria
Адрес-ул./№/бл./вх./ап.	ADRES
Информация за получателя	
Избор на получател на превода	(празно)
Сметка на бенефициента	6228410330244299810
SWIFT код на банката получател	ABOCCNBJ110
Банков код на банка в САЩ - ABA Routing Number	
Банка на бенефициента	Agricultural Bank of China
Точен адрес -банка бенефициент	
За коя държава е превода	Китай
Бенефициент	IME
Адрес на бенефициента	ADRES
Добаен в кореспонденти за преводи	<input checked="" type="checkbox"/>
Основание	test
Договорен курс	---
Валютен курс	19.09.2017
Вашите разноски са за сметка на	Платец
Разноските на чуждите банки са за сметка на	Бенефициент
Допълнителна информация	
Произход на средствата	PROIZHOD
Сделката е по чл.7, ал.5 от Валутния закон	<input type="checkbox"/>
Изберете статус на превода	Исправен
Дата на изпълнение	19.09.2017



- “Template” – if you have a template created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.
- Client account Ordering customer – select the account, from which you would like the payment to be made.
- Transfer currency – select the currency of the transfer
- Transfer amount - specify the transfer amount.
- Ordering customer – complete the names of the ordering customer.

- Address of the ordering customer - completed automatically.
- Selection of transfer beneficiary – if you have already made a transfer to this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

If you effect a transfer to a new counterparty and intend to make such transfers to him/her again, press the button “Entry of a new entry”, in order to add him/her as a counterparty.

- Beneficiary’s account – enter the account of the beneficiary.
- SWIFT code of the beneficiary bank.
- Bank code of a bank in USA – ABA Routing Number – when the transfer is for USA, the routing number of the beneficiary bank is entered in the field.
- Beneficiary’s bank.
- Accurate address – beneficiary bank.
- Beneficiary – complete the name of the beneficiary.
- To which country the transfer is – completed automatically.
- Beneficiary – complete the name of the beneficiary.
- Address of the beneficiary – specify the address of the beneficiary.
- Add in transfer Counterparties – the field is marked upon default and automatically creates an entry of the beneficiary in object “Counterparties”.
- Add in transfer Counterparties – the field is selected upon default.
- Remittance information – specify the transfer grounds.
- Negotiated exchange rate – if in the transfer the transfer currency is different from the currency of the account ordering customer and the transfer amount has a BGN equivalent above BGN 10 000, you may use a preferential exchange rate. This is made via submitting an application for negotiating an exchange rate. More information you may find in the “Negotiating an exchange rate” menu.

After negotiating the exchange rate, you have to enter it in the menu.

Choosing the transfer status 	Sent 
Negotiated exchange rate	<div>---</div> <div>Д196368 BGN=>EUR [1.9575]</div>

If there is no such exchange rate, the transfer is accounted for at the rate for the day of the bank, and the field remains uncompleted.

- Value date of the transfer – the Value date is the date, on which settlement is effected and cannot be more than 4 work days after the date of performance.

Note: Transfers with value date “Same day value” you may effect till 15 a.m. on the current workday. Payments for credit transfers in foreign exchange are performed with value date in accordance with Section XI, Article 47 of the General terms and conditions of CCB Plc.

- Your charges are at the expense of –specify who bears the charges – at your expense or at the expense of the beneficiary.

- The charges of the foreign banks are at the expense of:


– The expenses are at the expense of the payer, i.e. you, then your counterparty receives the whole amount, ordered by you, and the charges of his bank are deducted from your account.

- BEN (The charges are at the expense of the beneficiary)- in this case the commissions are collected from the account of the beneficiary and in this way the received amount is decreased.

-SHA (Shared charges) – in this case the ordering customer of the transfer pays the expenses of his bank, and the expenses of the other bank are paid by the beneficiary.

- Additional information – additional data of the transfer, such as desired intermediary bank.

24. Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45) or the equivalent amount in foreign currency, it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<input type="text"/>	
-----------------	----------------------	--

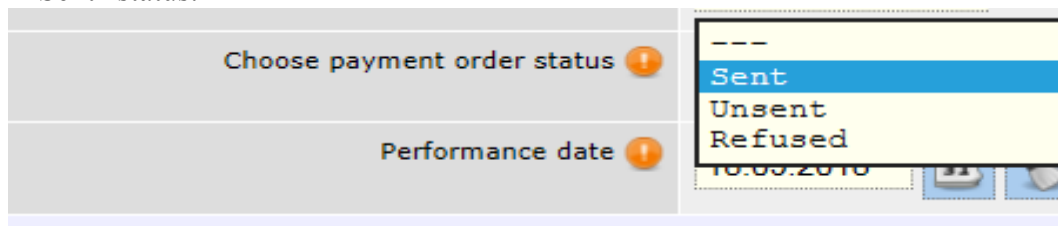
After the entry of information in the field of the origin of funds, the data of the declaring person and the transfer amount is completed automatically. If editing of the declaring person's data is necessary, the “Changes” button is selected. Otherwise the “Continue” button is selected to confirm the transfer.

- The transaction is under Art. 7, para. 5 of the Currency Act – it is selected in case the transfer complies with the requirements of Art. 7, para. 5 of the Currency Act.

After selecting the preview and OK of the entry, the declaration appears on the screen with automatically completed data. If there is missing data in the declaration or editing of the data is necessary, the “Changes” button is selected. Otherwise you select the “Continue” button to confirm the transfer.

In menu Documents – Declaration for BNB, you can find detailed information how to fill in the declaration.

- Select status of the payment order - if you want the transfer to be processed, select “Sent” status.

The image shows a web form with two fields. The first field is labeled "Choose payment order status" with an orange information icon. A dropdown menu is open, showing three options: "Sent" (highlighted in blue), "Unsent", and "Refused". The second field is labeled "Performance date" with an orange information icon and contains the date "10.09.2018".

- Date of performance – specify the date, on which the transfer will be performed. If you specify a future date till its occurrence, the transfer will have “Under processing” status.

After you complete all the components of the payment, select the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a window will appear for the entry of your password/SMS code.

After confirmation of the transfer all the necessary declarations are visualized, depending on the transfer type. The data of the declaring person and the ordering customer may be adjusted.

Note: The declaration for a transfer to a third party is completed upon the performance of a wire transfer or a payment to a third party for an amount equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45) or the equivalent amount in foreign currency. “Third party” means countries, which are not members of the EEA /European Economic Area/ plus Norway, Switzerland, Iceland and Lichtenstein.

ДЕКЛАРАЦИЯ

по чл. 2, ал. 1 от Наредбата за сведенията и документите, представяни на доставчиците на платежни услуги при извършване на презгранични преводи и плащания към трета страна (наредбата)

Декларацията се попълва при извършване на презграничен превод или плащане към трета страна в размер на 30 000 лв. или повече или тяхната равностойност в друга валута

Данни за декларатора - Физическо лице		
Долуподписаният: MARIYA MIHAYLOVA MILEVA	ЕГН/ЛНЧ: 7807282839	л. к. № 197941625
издаден на: 13.04.2017	издаден от: България	валидна до: 13.04.2027
Постоянен адрес: ГР. СОФИЯ 1336 ж.к.ЛЮЛИН бл.617 вх.А ет.8 ап.22 Гражданство: Български гражданин		
в качеството ми на: Физическо лице		

Информация за представляваното юридическо лице		
Пълно наименование:	Дан. №	Булстат:
Седелище и адрес на управление - държава, населено място, област, община, ж.к., ул., No, бл., вх., ет.,		


ДЕКЛАРИРАМ	
Раздел I	
1. Извършвам презграничен превод или плащане към трета страна в размер на: 65922.65 Български лева	(посочват се размерът на презграничния превод и плащането цифрами и с думи на валутата)
2. За извършване на превода или плащането прилагам документ по чл. 2, ал. 2 от наредбата: <input checked="" type="checkbox"/> Да <input type="checkbox"/> Не	(ако не се отбелязва)
В случай че бъде отбелязано "да", посочват се наименованието, номер и/или дата на документа:	
Забелка: В случай че лицето не разполага с документ от изброените по чл. 2, ал. 2 от наредбата, то попълва съответно т. 2.1 и/или 2.2. и/или 2.3 от декларацията.	
2.1. Основанието на превода или плащането е извън изброените в чл. 2, ал. 2 от наредбата и прилагам друг документ, който да удостоверява основанието и размера на превода или плащането:	(посочват се видът на документа, номер и/или дата на документа)
2.2. Прилагам електронен документ, възпроизведен на хартиен носител като препис, заверен от мен, който удостоверява основанието и размера на превода или плащането:	(посочват се видът на документа, номер и/или дата на документа)
2.3. Не разполагам с документ, удостоверяващ основанието и размера на превода или плащането, и декларирам следната цел на превода или плащането:	
3. Извършвам презграничен превод или плащане към трета страна, представляващ доход, подлежащ на облагане по реда на чл. 37 и 38 от Закона за данъците върху доходите на физическите лица или по реда на чл. 194 и 195 от Закона за корпоративното подоходно облагане.	<input type="checkbox"/> Да <input checked="" type="checkbox"/> Не (ако не се отбелязва)
Забелка: В случай че бъде отбелязано "да", лицето попълва следващия раздел II от декларацията.	

Раздел II	
(Този раздел се попълва само в случай, че лицето е декларирано в раздел I, т. 3 от декларацията, че нарежда извършването на презграничен превод или плащане към трета страна, представляващ доход, подлежащ на облагане по реда на чл. 37 и 38 от Закона за данъците върху доходите на физическите лица или по реда на чл. 194 и 195 от Закона за корпоративното подоходно облагане.)	
1. Вид и брутен размер на начисления доход: 0	
2. Размер на удържан данък съгласно чл. 37 и 38 ЗДДФЛ или чл. 194 и 195 ЗКПО: 0	
3. Приложена е Спогодба за избягване на двойно данъчно облагане (СИДДО): <input type="checkbox"/> Да <input checked="" type="checkbox"/> Не	(ако не се отбелязва)
включена с, разпоредба и наименование	
4. Издадено е становище от Националната агенция за приходите за наличие на основания за прилагане на СИДДО: <input type="checkbox"/> Да <input checked="" type="checkbox"/> Не	(ако не се отбелязва)
Известно ми е, че за посочването на неверни данни нося наказателна отговорност съгласно чл. 313 от Наказателния кодекс.	
Дата: 15.05.2017 Подпис на декларатора: /свипири се от Вашия цифров сертификат/	




За да потвърдите превода, трябва да попълните задължителните полета в декларацията!
Попълнете наименованието, номер и/или дата на документа по чл. 2, ал. 2!

The "Change" button is selected to supplement the data:

In case the transfer is under Art.2, para.2 of Ordinance No 28, the following field should be completed:

Наименование, номер и/или дата на документа по чл.2, ал.2	<input type="text"/>	
---	----------------------	---

In case you do not have the document among the enumerated in Art.2, para.2 of Ordinance No 28, then you should deselect the field "I enclose the document under Art.2, para.2 of the ordinance" and complete one of the following fields:

Друг документ, който удостоверява основанието и размера на превода	<input type="text"/>	
Електронен документ, който удостоверява основанието и размера на превода	<input type="text"/>	
Не разполагам с документ и декларирам следната цел на превода	<input type="text"/>	

In menu "Documents" – [Declaration for a transfer to a third party](#), you can find detailed information how to complete the declaration.

Wire transfers to accounts with the bank

The menu is intended for transferring funds between accounts in various currencies within the bank. The account, from which you order the transfer or the account of the beneficiary

may be in BGN. Here you can make transfers between your accounts, as well as to make transfers to your counterparties.

A necessary condition is that the transfer currency corresponds to the currency of the beneficiary's account.

Избор на готов макет

Template: ---

Document data

I would like the following amount to be credited to the beneficiary's account: 100.00

Transfer currency: (empty)

From account: ---

Amount at the currency account of the payer: 0.00

Selection of transfer beneficiary: (empty)

Name of the beneficiary: IME

IBAN of the beneficiary: BG12UNCN*****

BIC of the beneficiary bank: UNCRBGSF

Добави в кореспонденти за преводи: ☒

Remittance information: Test

Negotiated exchange rate: ---

The transaction is under Article 7 (5) of the Currency Act: ☐



Choosing the transfer status: Sent

Performance date: 19.09.2018


Buttons: Cancel, Preview




- “Template”– if you have a template created beforehand you select it from this field.

More information concerning the creation of templates you may find in the “Templates” section.

- I want the beneficiary's account to be credited with – enter the transfer amount.
- From account – specify the payer account
- Selection of transfer beneficiary - if you have already made a transfer to this counterparty, upon pressing the button , you may select the respective entry and via  will be able to add him/her in the form of the payment order.


Tools	Correspondent's identification	Account of the transfer beneficiary	Currency	Description	Bank of the transfer beneficiary	Active CCB Online	Active CCB Lite/Mobile
	DEYAN BORISOV	BG48CECB9790101	BGN		ЦЕНТР.КООПЕРАТИВНА БАНКА	Yes	
	test	BG62CECB9790141	EUR		ЦЕНТР.КООПЕРАТИВНА БАНКА	Yes	

If you effect a transfer to a new counterparty and intend to send transfers to him/her again, press the button , in order to add him/her as a counterparty.

Name	Value
Customer	Test user
Account of the transfer beneficiary	<input type="text"/> 
Correspondent's identification	<input type="text"/> 
Description	<input type="text"/> 
BGN transfers and book transfers	<input type="checkbox"/>
Wire transfers	<input type="checkbox"/>
Active CCB Online	<input checked="" type="checkbox"/>
Active CCB Lite/Mobile	<input checked="" type="checkbox"/>


Cancel Preview

- Identification of the beneficiary – specify the name of the transfer beneficiary.
- IBAN of the beneficiary – specify the IBAN of the transfer beneficiary.
- BIC of the beneficiary's bank – specify the BIC code of the bank.
- Add in transfer Counterparties – the field has been selected upon default and automatically an entry is created for the beneficiary in the menu for transfer Counterparties.
- Remittance information – specify the transfer grounds.
- Negotiated exchange rate – if in the transfer the transfer currency is different from the currency of the account ordering customer and the transfer amount has a BGN equivalent above BGN 10 000, you may use a preferential exchange rate. This is made via submitting an application for negotiating an exchange rate. More information you may find in the "Negotiating an exchange rate" menu.
After negotiating an exchange rate, you have to enter it in the menu.

Choosing the transfer status	Sent 
Negotiated exchange rate	<div style="border: 1px solid black; padding: 2px;"> <div style="background-color: #f0f0f0; padding: 2px;">---</div> <div style="background-color: #007bff; color: white; padding: 2px;">Д196368 BGN=>EUR [1.9575]</div> </div>

If there is no such exchange rate, the transfer is accounted for at the rate of the Bank for the day, and the field remains uncompleted.

11. Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45) or the equivalent amount in foreign currency, it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<input type="text"/> 
-----------------	---

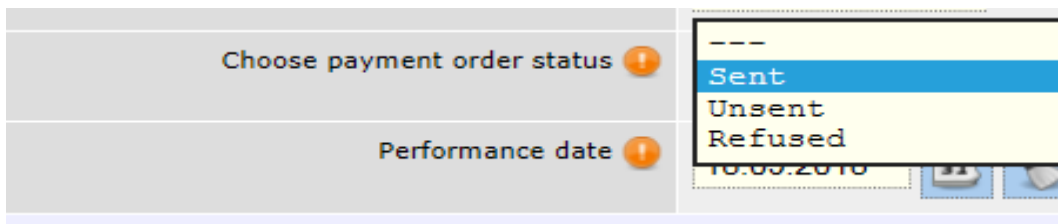
After the entry of information in the field of the origin of funds, the data of the declaring person and the transfer amount is completed automatically. If editing of the declaring person's data is necessary, the "Changes" button is selected. Otherwise the "Continue" button is selected to confirm the transfer.

- The transaction is under Art. 7, para. 5 of the Currency Act – it is selected in case the transfer complies with the requirements of Art. 7, para. 5 of the Currency Act.

After selecting the preview and OK of the entry, the declaration appears on the screen with automatically completed data. If there is missing data in the declaration or editing of the data is necessary, the "Changes" button is selected. Otherwise you select the "Continue" button to confirm the transfer.

In menu Documents – Declaration for BNB, you can find detailed information how to fill in the declaration.

- Select status of the payment order - if you want the transfer to be processed, select "Sent" status.

The image shows a software interface for selecting a payment order status. On the left, there is a grey panel with two labels: "Choose payment order status" and "Performance date", each followed by an orange circular icon with a white exclamation mark. To the right of this panel is a dropdown menu. The menu is open, showing a list of options: "Sent" (highlighted in blue), "Unsent", and "Refused". Below the menu, the date "10.09.2018" is visible, along with two small icons: a printer and a shield.




- Date of performance – specify the date, on which the transfer will be performed. If you specify a future date, till its occurrence, the transfer will have "Under processing" status.

After you complete all the components of the payment order, press the "Preview" button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a screen will appear for the entry of your password.

FX purchase and sale

The menu is intended for transferring funds between accounts in different currencies within the Bank, registered for CCB Online. The account, from which you order the transfer or the account of the beneficiary may be in BGN.


You may effect FX purchase and sale on your accounts, regardless of whether they are at the same branch of the Bank or in different branches.

Name	Value
I would like the following amount to be credited to the beneficiary's account ⓘ	2000.00 
From account ⓘ	BG31CECB9790
On account ⓘ	BG97CECB9790
Choosing the transfer status ⓘ	Sent 
Negotiated exchange rate	--- 

Cancel
Preview


- I want the beneficiary's account to be credited with – enter the transfer amount.
- From account – specify the payer account
- In account – select the account to be credited with the funds.

4. Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45) or the equivalent amount in foreign currency, it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<div style="border: 1px dashed #ccc; height: 20px;"></div>	
-----------------	--	---


After the entry of information in the field for Origin of funds, the data of the declaring person and the transfer amount is entered automatically. If editing of the declaring person's data is necessary, the “Changes” button is selected. Otherwise you select the “Continue” button to confirm the transfer.

- Select status of the payment order - if you want the transfer to be processed, choose “Sent” status.

Choose payment order status ⓘ	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="background-color: #f0f0f0; padding: 2px;">---</div> <div style="background-color: #007bff; color: white; padding: 2px;">Sent</div> <div style="background-color: #f0f0f0; padding: 2px;">Unsent</div> <div style="background-color: #f0f0f0; padding: 2px;">Refused</div> </div>
Performance date ⓘ	10.09.2018 

- Negotiated exchange rate – if in the transfer the transfer currency is different from the currency of the account ordering customer and the transfer amount has a BGN equivalent above BGN 10 000, you may use a preferential exchange rate. This is made via submitting an application for negotiating an exchange rate. More information you may find in the “Negotiating an exchange rate” menu.

After negotiating the exchange rate, you have to enter it in the menu.

Choosing the transfer status ⓘ	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="background-color: #f0f0f0; padding: 2px;">Sent </div> </div>
Negotiated exchange rate	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="background-color: #f0f0f0; padding: 2px;">---</div> <div style="background-color: #007bff; color: white; padding: 2px;">Д196368 BGN=>EUR [1.9575]</div> </div>

If there is no such rate, the transfer is processed at the rate of the bank for the day, and the field remains uncompleted.

After you complete all the components of the payment, select the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a window will appear for the entry of your password/SMS code.

Transfer order for a direct debit

From this object you send a request for a direct debit to the clients of Central Cooperative Bank Plc or to other banks.



Name	Value
Template	---
Document data	
Account receiver	---
For the amount of	200.00
Grounds entry (NOI)	(empty)
Remittance information	invoice 100
Ordering customer	(empty)
Ordering customer name	IME
IBAN of ordering customer	BG12UNCN*****
BIC of the payers bank	UNCRBGSF
Choose status of the application for collection	Sent
Performance date	19.09.2018

Cancel Preview

- “Template”– if you have a template created beforehand you select it from this field. More information concerning the creation of templates you may find in the “Templates” section.
- Account beneficiary – specify the account to be credited.
- To the amount of – specify the amount.
- Entry of the remittance information (NSSI) – you complete it in the cases, when you initiate a request for a direct debit to the National Social Security Institute.

Name	Value
Code of insurer /BULSTAT ⓘ	<input type="text"/> ⓘ
Payment code ⓘ	<input type="text"/> ⓘ
Month and year – beginning of the period (MMGGGG) ⓘ	<input type="text"/> ⓘ
Month and year – end of a period (MMGGGG) ⓘ	<input type="text"/> ⓘ
Number of children /days/cases of insurance (XXXXX) ⓘ	<input type="text"/> ⓘ

Cancel
Preview

- Remittance information – specify the transfer grounds.
- Payer – if you have already performed an operation with this counterparty, upon pressing the button , you will be able to select the respective entry and via  will be able to add him/her in the form of the payment order.

If you make this operation with a new counterparty and want to create him/her as an entry, press the button “Entry of a new entry”, in order to add him/her as a counterparty.

- Identification of the payer – specify the name of the payer.
- IBAN of the payer – specify the IBAN of the payer.
- BIC of the payer’s bank – specify the BIC of the Bank.
- Select status of the request for collection – select status from the button.
- Date of performance – specify when to perform the request for a direct debit.

After you complete all the components of the payment order, press the “Preview” button. In case there is an error in any of the fields, a message will appear with the specific error. If everything is completed correctly, a screen will appear for the entry of your password.

Register

Processed documents

The menu allows you to see all ordered and processed documents (*payment orders, wire transfer for other banks and foreign countries, interbank wire transfers, whereas the date and time of the accounting are indicated*), without the possibility for a change in the status of the respective document.

Unprocessed documents

The menu allows you to see all ordered, but unprocessed documents.

If you have specified status of payment document SENT, and from the Bank the status is “Not performed – insufficient funds on the account”, this means that you do not have sufficient funds on the account or that you did not have, when you ordered the transfer.





In order to process the payment order it is necessary to credit the account and send a second time this order.


Uploading files and mass payments


In order to work with the mass payment in *CCB Online*, it is necessary to have a preliminary ready files with payment orders, written in CSV and TXT formats.

[HERE](#) you can download a sample file with a description of the fields and a specific example.

After the successful log into the system from the main menu, you select:
Transfers, Mass payments, *Processing of a file*, *Entry of a new entry*.

Name	Value
Select file	ZAPLATI CCB ZA PREVOD_30082018_NEW.csv   
Customer account payer	---
Total amount of transfers	30` 100.00
Origin of funds	<input type="text"/> 

Press the button  , after that select “Browse” and choose a file for processing and with the *Upload* button load the files in the system.

	File: <input type="text"/> <input data-bbox="550 1344 662 1377" type="button" value="Browse..."/>	Description: <input type="text"/>	<input data-bbox="1037 1344 1181 1388" type="button" value="Upload"/>
---	---	-----------------------------------	---

Note: Declaration of the origin of funds – if the transfer amount is equal or exceeds the equivalent amount in BGN of EUR 15 000 (at the reference rate of BNB - BGN 29 337.45), it is necessary to complete a declaration of the origin of funds, in accordance with the LMML.

Origin of funds	<input type="text"/>	
-----------------	----------------------	---

You select the *Preview* button and after that confirm the operation with a SMS code and select *OK*.

A declaration appears on the screen and if editing of the declaring person’s data is necessary, the “Changes” button or the “Continue” button is selected to confirm the transfer.

In order to process the file it is necessary to select the “Processing” button, enter the password and select – Perform the operation. Upon successful processing you should select the entry with the processed file and select the button – Confirmation.

Salaries Files

The “Salaries Files” shall be used for payment of salaries with a mass file from the ex officio account of CCB Plc. After processing and confirmation of the entry, the total amount of the file is transferred from the client account to the ex officio account of the Bank, from which certain credit transfer are made. The statement from the client’s account show the debiting of the account with the total amount of the file.

In order to see and work with the “Remuneration Files” object within the CCB Online system, it is necessary:

Additional rights for company users

- Here you can specify additional rights for the company users, which will be valid only for CCB Online.

Reports	
<input checked="" type="checkbox"/>	Account balances
<input checked="" type="checkbox"/>	Account statements
<input checked="" type="checkbox"/>	Deposits
<input checked="" type="checkbox"/>	Received transfers
<input checked="" type="checkbox"/>	Loans
Transfers in BGN	
<input checked="" type="checkbox"/>	Credit transfer /Payment order
<input checked="" type="checkbox"/>	Transfer order / deposit slip to the budget
<input checked="" type="checkbox"/>	Payment order from the budget account
<input checked="" type="checkbox"/>	Transfer order for direct debit
<input checked="" type="checkbox"/>	Remuneration files
Currency transfers	
<input checked="" type="checkbox"/>	Interbank currency transfers
<input checked="" type="checkbox"/>	Currency transfers to other banks and abroad
<input checked="" type="checkbox"/>	Currency exchange
Контрагенти	
<input checked="" type="checkbox"/>	Промяна на контрагенти с SMS

- to have a contract with CCB Plc

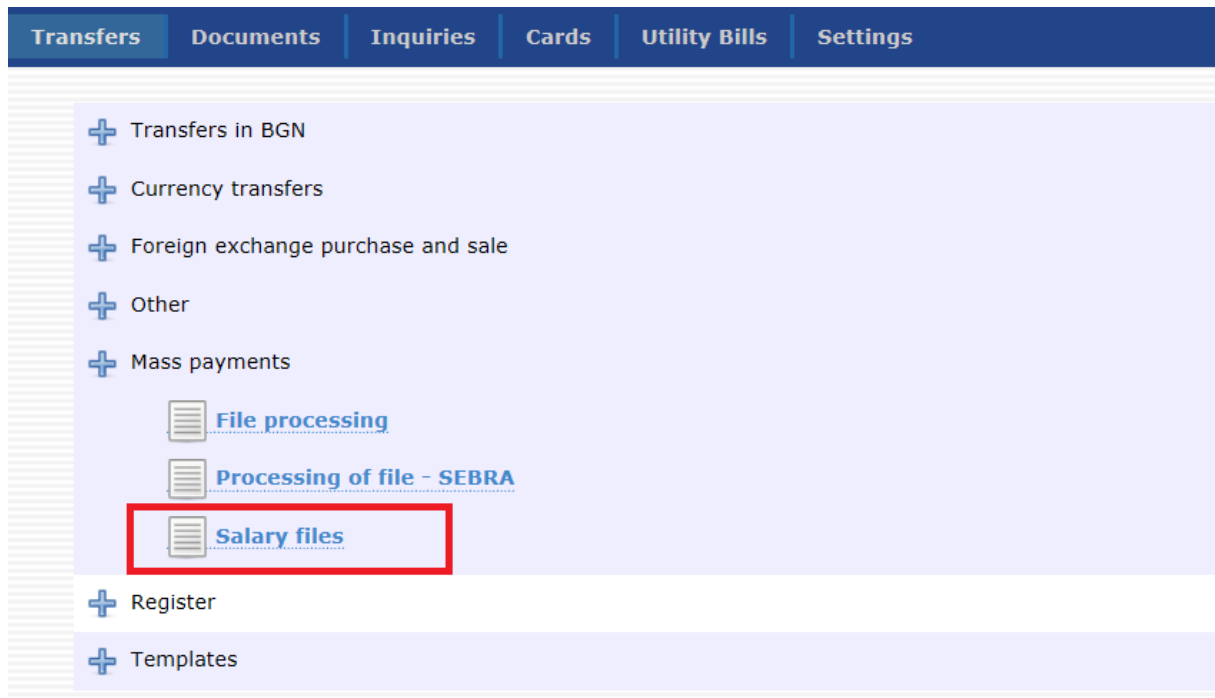
- to activate the option “Salaries Files” in “Additional rights for company users” at an office of the bank or from a user with administrator rights CCB Online.

It is necessary to have a file created beforehand with payment orders, written in CSV or TXT format.

[Here](#) you can download a sample file with a description of the fields and a specific sample.










Note! It shall not be allowed that the account of the beneficiary is a foreign exchange account, when it has been opened with CCB Plc.

After the successful entry in the system from the main menu, you select: Transfers, Mass payments, *Salary files*, *Insert new record*.





You should select the file, enter the IBAN of the ordering customer, contract for mass payments, remittance information and date of performance the current date.

Note! It shall not be allowed to process a salaries file with a future implementation date.


Document data	
Select file ⓘ	(empty)  
IBAN of ordering customer ⓘ	--- 
Договор за масови плащания ⓘ	--- 
Remittance information ⓘ	 
Performance date ⓘ	19.09.2018   
<div><div>Cancel</div><div>Preview</div></div>	



Select the button , after which select the Browse button and choose a file for processing and via the button Upload you upload it in the system.

	File: <input type="text"/>	<input type="button" value="Browse..."/>	Description: <input type="text"/>	<input type="button" value="Upload"/>
---	----------------------------	--	-----------------------------------	---------------------------------------


Note: the declaration of the origin of funds – if the amount of the file is equal or exceeds the BGN equivalent of EUR 15 000 (at the reference rate of BNB - BGN 29 377.45), it is necessary to complete a declaration of the origin of funds.

Origin of funds	<input type="text"/>	
-----------------	----------------------	--

Select the *Preview* button and after that confirm the operation via a SMS code and select OK .

<input type="button" value="Back"/>	<input type="button" value="Confirmation"/>	<input type="button" value="List of confirmations"/>	<input type="button" value="Cancel"/>
Document data			
Select file	ZAPLATI CCB ZA PREVOD_30082018_NEW.csv		
IBAN of ordering customer	BG07CECB979010F7922101		
Договор за масови плащания	999		
Remittance information	Salary		
Total number	4		
Total amount	36`300.00		
Performance date	19.09.2018		
Declaration origin of funds	spest		
Обща такса за междубанкови преводи	52.00		
Обща такса	52.00		
Статус на документа			
From the bank	Expects confirmation by the client		
Reference	Л2049		
Въведен от	testulmimi		
Date of entry	19.09.2018		
Час въвеждане	11:00:59		
Input channel	Internet banking		
<input type="button" value="Back"/>	<input type="button" value="Confirmation"/>	<input type="button" value="List of confirmations"/>	<input type="button" value="Cancel"/>

A declaration appears on the screen and if edition of the declarant's data is necessary the “Changes” button is selected or the “Continue” button for confirmation of the transfer.

Tools	Performance date	IBAN of ordering customer	Total amount	Remittance information	From the bank	Информация	Reference
	19.09.2018	BG07CECB979010F7922101	36`300.00	Salary	Expects confirmation by the client		Л2049

In order to process the file it is necessary to select the “Processing of the file” button, you enter the password and select– Perform the operation. Upon successful processing you should select the entry with the processed file and select the Confirmation button.

Utility Bills

Via CCB Online, you may pay your utility bills.




In the “Utility bills” menu, registration of utility bills – register the subscription numbers, you would like to the paid via the Internet banking.



The registration is made via pressing the button “Insert new record”.

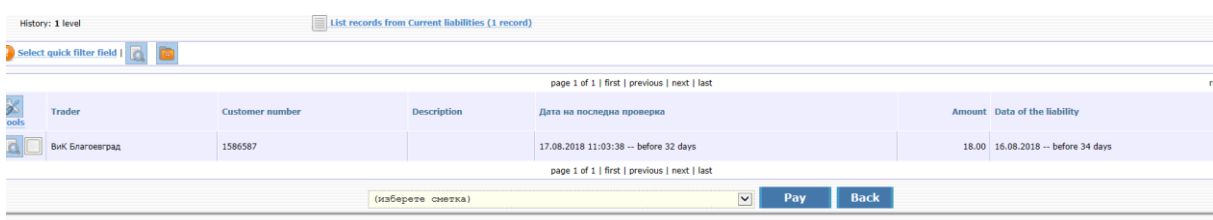
Account	
Trader	(empty)
Customer number	
Description	

Cancel **Preview**

Via , you select a trader from the list, which is presented to you, entering the subscription number for payment.

The entry is confirmed with “Review” and OK.



The verification of pending bills is made via pressing the “See the pending bills” button.





If you want to pay a certain liability/liabilities, you have to select it, select the account, from which to pay and after that to confirm it.

If you do not have a pending liability, on the screen there appears the message “No data”.

The bills paid successfully may be seen in “Paid Utility bills”.

Select quick filter field |  

page 1 of 1 | first | previous | next | last

Tools	Date and time of the check	Input channel	Trader	Subscription number	Description	Amount	Description	Transaction status
	25.05.2017 14:25:42	CCB Lite	ЧЕЗ България ЕАД	300102618769	ttt	67.12	задължение абонатен номер	Not performed – insufficient funds on the account
	16.05.2017 08:54:24	CCB Lite	Орлов Мост ООД	431351	131	17.33	131	Successful bill payment

page 1 of 1 | first | previous | next | last

Here you can print a receipt of the paid bill, which is made via ticking the respective row and pressing “Print”.

In case the status of the transaction is “Successfully cancelled transaction”, you should perform the payment again.

From the utility bills menu you can pay the one-off liability.

Transfers | **Documents** | **Inquiries** | **Cards** | **Utility Bills** | **Settings**

 **Registration of utility bills**

 **Payment of one-off liability**

 **See the pending bills**

 **Paid utility bills**

Name	Value
Information, required by the client	Код за плащане
Customer number 	<input type="text"/> 

Cancel **Preview**


After the entry of subscription number select Preview.

Name	Value
Information, required by the client	Код за плащане
Customer number	1234567890
Input channel	Internet banking
Enter secure/sms code: <input type="text"/>	
<input type="button" value="Cancel"/> <input type="button" value="Back"/> <input type="button" value="OK"/>	

To confirm the payment enter SMS code and select OK.

Mass confirmation of documents

You may use mass confirmation of payment documents in the cases, when you have more than one waiting payment orders for signature. The operation is carried out in the following way: select

 against all payments you want to confirm. The following screen appears:





Name	Value
Operation	Confirmation
Records count	6
Enter your password:	<input type="text"/>
<input type="button" value="Cancel"/> <input type="button" value="Perform Operation"/>	

From this screen you can see how many available entries you will sign. Enter the password and press on the “Perform the operation” button.

For legal entities: payment orders only by a user with the rights of to dispose /legal representative, beneficiary and authorized with the right to dispose/ are mass confirmed.

Searching and sorting data in the system

The band for sorting and filtering data in the system is located immediately below the main menu.

 Select quick filter field   
Insert new record 

Field for quick filter:

This type of filtering of data is used, when you want to search for only one field. After selecting such a filter, the following screen appears:

Document data	
IBAN of ordering customer / IBAN	<input checked="" type="checkbox"/>
For the amount of	<input type="checkbox"/>
Remittance information	<input type="checkbox"/>
Собствена сметка / IBAN	<input type="checkbox"/>
Selection of transfer beneficiary / Correspondent's identification	<input type="checkbox"/>
Name of the beneficiary	<input type="checkbox"/>
IBAN of the beneficiary	<input type="checkbox"/>
BIC of the beneficiary bank	<input type="checkbox"/>
Bank / Name	<input type="checkbox"/>
Добави в кореспонденти за преводи	<input type="checkbox"/>
Urgent payment / Name	<input type="checkbox"/>
From the bank / Status	<input type="checkbox"/>
Choose payment order status / Entry state	<input type="checkbox"/>
Performance date	<input type="checkbox"/>
Declaration origin of funds / Origin of funds	<input type="checkbox"/>
Reference	<input type="checkbox"/>
Въведен от / Username	<input type="checkbox"/>
Date of entry	<input type="checkbox"/>
Time of entry	<input type="checkbox"/>
Input channel / Description	<input type="checkbox"/>
Канал на потвърждение / Description	<input type="checkbox"/>
File / Name	<input type="checkbox"/>

Cancel OK

After selecting, the system brings you back to the initial menu, where you can see the field for entering data for searching in the field, chosen by you.

IBAN of ordering customer / IB...

:

Filter

Insert new record |

You enjoy the following facilities upon searching:

For searching the text fields, such as “Remittance information”, “Client account payer”, “Identification of the beneficiary”, if you want to find all entries, containing certain symbols (digits or letters) – you have to use “*...*” (asterisk).

For example: If for field *Remittance information*, you search for all entries, containing the word “*crediting*” – specify: **crediting**, if you want to find all entries, starting with certain symbols (digits or letters) – you have to use “*...*”.


If you want to find all entries, ending in certain symbols (digits or letters) – you have to use “*...”

For example: If for field “Identification of the beneficiary“, you seek all entries, ending in EAD, specify : **EAD*

For searching in the digit fields, such as “To the amount of” and “Date of performance”.

If you want to search from a certain value to a certain value – you have to use “... ..” (two dots) For example: If for field “*To the amount of*”, you seek all entries for the amounts from BGN 100 to BGN 1000 – specify : *100 .. 1000*


If you want to search for all entries, *greater than a given value* – you have to use “... ..” For example: If for field “*To the amount of*”, you seek all the entries with amounts greater than BGN 100 – specify : *100 ..*

If you want to search for all entries, *less than a given value* – you have to use “.. ...” For example: If for field “*To the amount of*”, you seek all the entries with amounts greater than BGN 100 – specify : *..100* **Field for deployed filter** - 

This type of data filtering is used, when you need to search in more than one field.

After pressing *Deployed filter* a window appears, which gives you the possibility to enter your desired data, whereas here you can use the above specified symbols (“*” and “..”)

You can also save the filter, via entering a name in the last field.

The saved filter you may use via pressing the button , after that you select the filter saved beforehand.

The deletion of a filter is made via selecting the icon 

Options field

After selecting *Change sorting* a window appears, which gives you the possibility to organize the arrangement of data in the way you want.

Sorting is made by clicking on your desired field. The sequence of sorting depends on the sequence, in which you checked the fields.

The columns will be sorted in the order you choose. Sorting in descending order

Sorting in ascending order

Leave the buttons empty to exclude the order of sorting for this column. To deactivate sorting, choose Without sorting.

The option *visible fields* gives you the possibility to choose what information about the transfers to be shown on the main screen.

Ticking the second field *amount*, at the bottom of the screen below all payments there is the total amount of the transfers. As a standard 15 rows appear on the screen. If you want you can change their number, selecting the option *More rows / Less rows*.


Printing a document from the system

Via CCB Online you can print payment orders, which have “Processed” status.



The printing of a document from the system is made via selecting and pressing the button *Print of payment order*.

In an analogous manner you can print payment orders to the budget, as well as multi-row payments.

The printing of a document from object “Wire transfers for other banks abroad” is made by selecting and pressing  “SEPA confirmation” or “SWIFT confirmation” depending on the type of transfer.

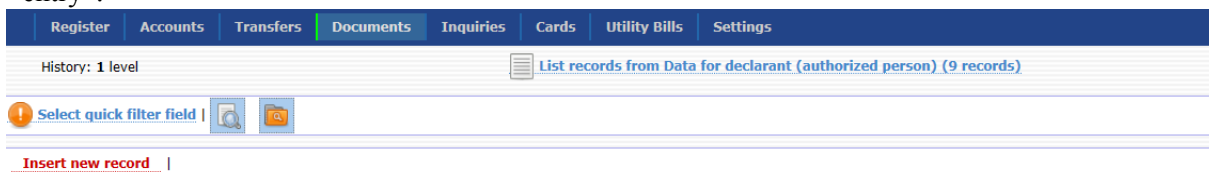
Documents menu

In this object you store documents, which you have entered upon the completion of payment orders:



“**Signed documents**” – in this menu you store the documents, signed with an electronic signature.

“**Data of the declarant/authorized person/**” – in this menu you store the data of the declaring person /authorized person / and/or data of the legal entity and there is a possibility for the entry of a new entry. This is made via the “Entry of a new entry”:



You should enter the data you would like to use as templates.

Data for declarant (authorized person)	
NAME	
NAME	<input type="text"/>
Surname	<input type="text"/>
Family name	<input type="text"/>
Forigner	<input type="checkbox"/>
Personal number / Foreigner's number	<input type="text"/>
Identity document	<input type="text"/>
Issued by / country	<input type="text"/>
on	<input type="text" value="00.00.0000"/> <input type="button" value="31"/> <input type="button" value="🔑"/>
Valid until	<input type="text" value="00.00.0000"/> <input type="button" value="31"/> <input type="button" value="🔑"/>
Permanent address	<input type="text"/>
in my capacity as	--- <input type="button" value="v"/>
Company data	
Identification	<input type="text"/>
Tax N°	<input type="text"/>
BULSTAT	<input type="text"/>
Head-office and address of aministration	<input type="text"/>
Country	--- <input type="button" value="v"/>
Other information	
Active	<input checked="" type="checkbox"/>

Select “Preview” and then “OK”, where you create an entry, ready for selection from field “Ordering customer/Authorized person” upon a change in the specific declaration.

You can create many templates. If you do not want to use a template any more, it is necessary to go to “Editing an entry” and untick Active. After that the template will no longer load in field “Ordering customer/Authorised person” upon a change in the declaration.

Declaration – origin of funds – in this menu you see all created declarations with a printing option.

In case upon ordering a transfer you would like to change the data of the declaring person it is necessary to select the “Changes” button and select the declaring person from field “Ordering customer/Authorised person”, if you already have a template.

If you do not have one, then from the button you enter the data of the ordering customer, which is saved automatically upon the next entry of the declaration, it will be visualized in the drop down menu.

After selecting your desired template, the information from this template will load automatically in the declaration.

Declaration for BNB – in this menu you store all declarations of payments related to transactions in accordance with Art.7, para.5 of the Currency Act.

The completion of the data in the declaration is made by selecting the “Edit this record” button under the declaration.

Declarators data	
Наредител/Упълномощено лице	---
NAME	
Surname	
Family name	
Forigner	<input type="checkbox"/>
Personal number / Foreigner's number	
Identity document	
Issued by / country	
on	00.00.0000
Permanent address	
in my capacity as	(empty)
Company data	
Identification	
Tax №	
BULSTAT	
Head-office and address of administration	
Declaration data	
For the amount of	0.00
Currency	(empty)
Operation type	---
Operation	
Date	19.09.2018
Origin of funds	
Claiming person	

After the entry of the necessary information in the fields, you select the “Preview” button, if everything is completed correctly it is necessary to confirm with your password and the document will load in the payment form.

Declaration under Art.7, para.8 of the Social Security Code – it concerns the paid social security contributions for state public social security, obligatory social security and the additional obligatory pension social security. Here you can find an archive of all declarations, which you completed before 01.01.2013.

Declaration for a transfer to a third party – in this menu all drawn up declarations with a printing option are visualized.

The completion of the data in the declaration is made by selecting the “Change” button under the declaration.

In section I you choose whether to enclose the document under Art.2, para.2 of the ordinance. Leaving unselected the field “I enclose the document under Art.2, para.2 of the ordinance”, then you complete the below mentioned fields:

- another document, which evidences the remittance information and the transfer amount and/or
- an electronic document, which evidences the remittance information and the transfer amount and/or
- I do not have a document and declare the following purpose of the transfer


In Section II you choose whether the income is subject to taxation, if not, the field remains unselected. In case you indicated that the income is subject to taxation, then you complete: type of the accrued income, gross amount of the accrued income, as well as the amount of the deducted tax, and you indicate whether there is an agreement for double taxation. If you indicated that there is an agreement, then you select with which country the agreement was concluded, the provision and its name. You select whether there is an opinion of the National Revenue Agency of grounds to apply the agreement for the avoidance of double taxation.

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[The full instructions for the completion of the declaration you may find HERE](#)

Document Print






You can print a document by selecting your desired row by ticking a  and selecting the “Print” button.

Reports menu

Account balances

From this report you see the balances on all accounts, added to your registration, as well as the disposable amount, whether you have allowed overdraft and any restricted amounts. If you have a “Favourite” credit card issued on the account, then the card account balance may be disposable within the granted card credit limit, only provided that the card has been registered for the service “Credit limit +”

Account statements

Name	Value
Choose account 	---
For the period from	01.09.2018  
To	19.09.2018  
Export as file	<input type="checkbox"/>
<div> <div>Cancel</div> <div>OK</div> </div>	

When you load the report, the following screen appears

From the drop down menu you select the account and period, about which you want to receive a statement. After that select *OK*.
Print with “*Report print*” button.

Account movements

The report shows all the debit or credit movements on your account for the desired period. Another possibility is to specify the transfers in terms of amount or text in the remittance information.

Deposit maturities

You see and review the maturities of your deposit accounts, at which branch they were opened, the maturity, the interest rate and the currency of the deposit.

Received transfers from other banks

From this report you obtain information what transfers from other banks were credited to your accounts.

Received wire transfers

From this report you obtain information what wire transfers from the country and abroad were credited to your accounts. You also specify here the respective account and period.

State of the loans

After you select the account, on which a loan is granted to you by the Bank and confirm with *Final confirmation*, the system gives you information about the maturities (dates) of the due principal and interest, as well as the processed and unprocessed installments.

Exchange rates of currencies, with which the Bank operates

This report gives the bid and ask rate of the currencies, with which the Bank operates, as well as the reference rate of BNB.

Report central foreign exchange rate for a past period

The report shows the central foreign exchange rate for the selected by you past date and currency.

Cards menu

Cards

Issued cards on accounts

In the “Cards” menu you will find information about all your debit and credit cards, type of card, part of the card number, number of the bank account, on which the card was issued, as well as the bank branch, to which the card account was opened.

Here you can find up-to-date, timely and detailed information of the current state of your credit and debit cards. At any time, quickly and easily you can check and follow the amount of the liability on your credit cards, as well as the amount of the repayment installments and the time periods for payment.

Here you can:

- **You check the current disposable amount on each your card, at any time.** The information is up-to-date at the moment of making the inquiry and is accessible via selecting the “Current availability” button for the respective card.
- **To generate and print the movement on each of your cards, for a period selected by you:**
 - **If your card is a debit card,** with the selection of the “Movement” button, you can view the report for your selected period, with detailed information of the performed card transactions

(purchases and withdrawals cash). Only the processed transactions are included. If you have made transactions with the card, which are not yet processed, you will be able to see these transactions as a movement on the debit card account after the transactions processing.

- **If you have a Leader credit card** – with the selection of the “Movement” button, you can view the report for your selected period, with detailed information of the performed card transactions (purchases and withdrawals cash). Only the processed transactions are included. If you have made transactions with the card, which are not yet processed, you will be able to see these transactions as a movement on the debit card account after the transactions processing.
- **If you have a “Favourite” credit card** – with the selection of the “Movement” button, you can view the report for your selected period, with detailed information of the performed card transactions (purchases and withdrawals cash). You can see all processed card transactions.

In the same report you can also see up-to-date information of the liabilities on the card at the moment, as well as detailed information of: the amount of the allowed card credit limit; the used and disposable credit limit; the amount and term for payment of the due minimum card installment; amount of the installment for use of a grace period; card account balance; amount and type of the overdue liabilities, if any.

In movements on the credit card you can see the operations associated with repayment of the card liabilities, as a result of your payments to the credit card account.

With the selection of the “Statements” button to the Favourite credit card you can see analogous information as in the “Movements” report, but the data of the movements are as at the last calendar day of the previous month.

Via the “Transfer” menu, “Transfers between own accounts” submenu, CCB Online Lite gives you the possibility to repay the accumulated liabilities on your credit cards from your other accounts with CCB, easily and conveniently, directly from your mobile phone, computer or tablet, without having to visit an office of the Bank.

Changing a password

If you want to change your password, go to the Register menu in your personal profile and select the “Change of password” button. The following screen will appear in front of you:

If you enter the old password and two times enter your new password, select the “Preview” button. If the system accepts your password, the following screen will appear:

Име	Стойност
Стара парола	(скрит)
Нова парола за достъп	(скрит)
Потвърждение на новата парола	(скрит)

Отказ Назад OK

Here you select “OK”.

In case you have forgotten your password for Internet banking, you should visit a branch or an office of the Bank, where you submit an application for confirmation of a new password to access the system.

If you have already submitted it, it is necessary to contact us at 02/ 92 66 666 or 92 66 668.

Change of GSM number for confirmation of operations

In case you do not have an activated option “Confirmation of changes only with SMS” you may change the GSM number for the confirmation of the operations from the Options menu, where you should enter the new GSM and select the correct operator.

The confirmation is made first with the entry of the obtained code at the old number and the subsequent entry of the obtained code at the new number.

In case you have an active option for “Confirmation of changes only with SMS” the change is made from Settings – Change of registration /limits, where you should enter the new GSM and select the specific operator.

Картотека Сметки Преводи Документи Справки Карты Битови сметки **Настройки**

История: 1 страница [Настройки за мобилно банкиране](#)

Данни за потребител

Клиент
Регистриран GSM 088* ****85 Нов GSM (формат 359...) 359886111222
GSM Оператор Виваком Нов GSM Оператор Мтел
Въведете кода получен на новия телефон 758-916
Потвърждаване промени само с SMS ☒
Ако изберете "Потвърждаване на промени само с SMS", няма да се налага да подписвате промените с електронен подпис.
Локализация България

You select the “Preview” button, you enter the code received at your new phone and again select the “Preview” button. The confirmation of the entry is made with the entry of the password and code, received at the old phone.

Картотека Сметки Преводи Документи Справки Карты Битови сметки **Настройки**

История: 1 страница [Настройки за мобилно банкиране](#)

Потребител Иван Димитров Борисов

Нов GSM (формат 359...) 359886111222

Нов GSM оператор Мтел

Брой записи 1

Въведете вашата парола: *****

Въведете SMS код: 213-532

Отказ Назад OK

If you do not have an access to the old number, then for a change of the GSM number you should visit an office of the Bank.