

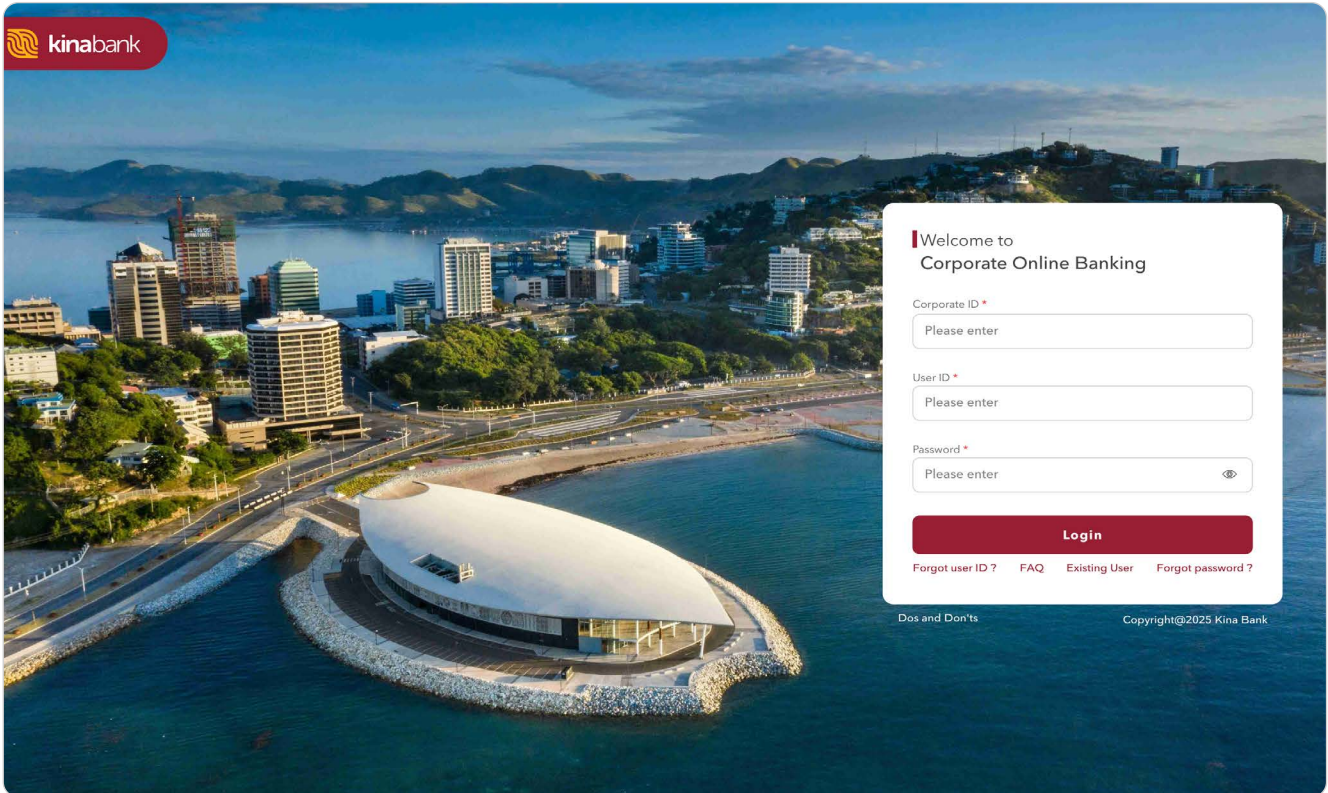
International Transfer User Guide.



Purpose of the Document

This document provides a step-by-step guide on how to make International Payments using the Kina Corporate Online Banking.

1. Log in to **Corporate Online Banking** via <https://corporate.kinabank.com.pg/CorpUser/>



2. Enter the **6-digit One Time Password (OTP)** sent to your preferred channel (SMS, WhatsApp or Email).

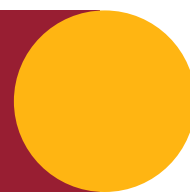
Enter the OTP

Please enter the 6-digit OTP sent to your preferred communication channel.

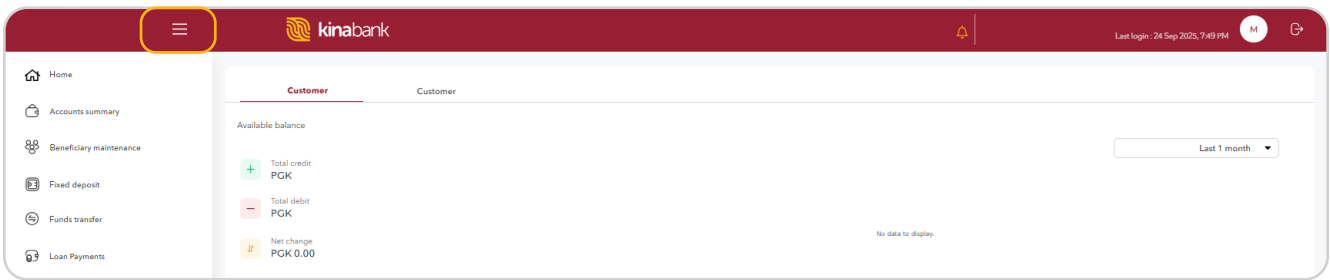
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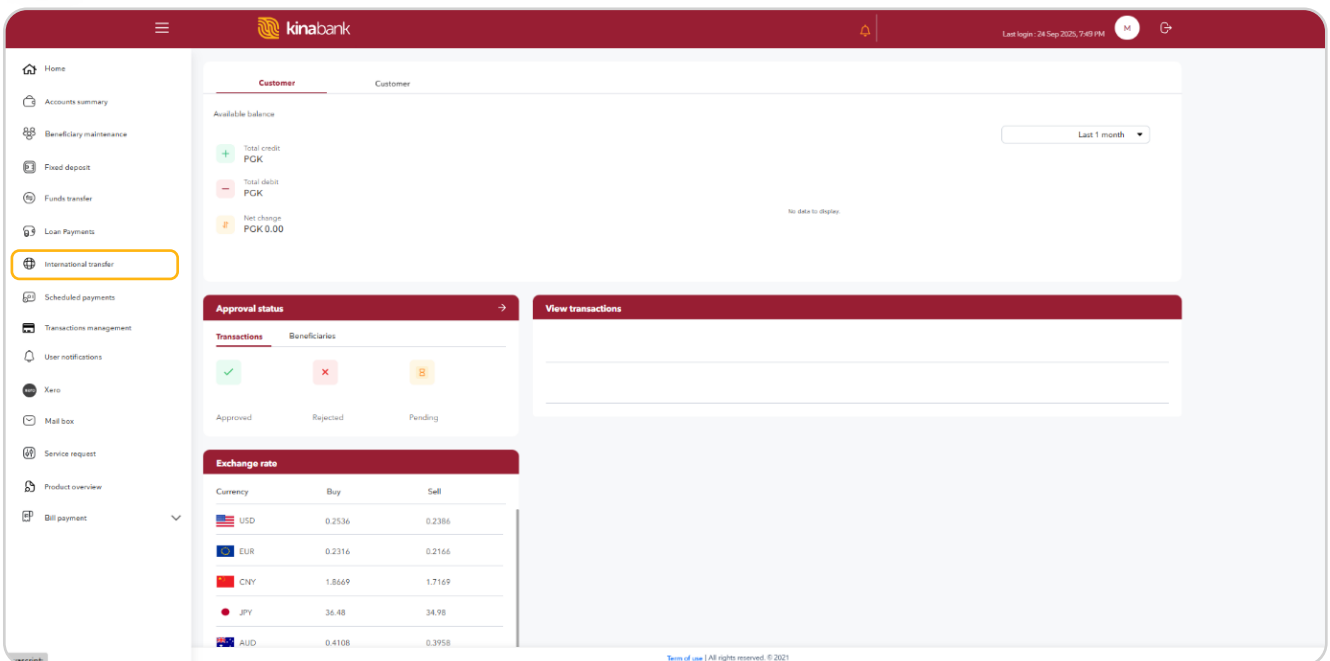
Cancel **Continue**



3. From the dashboard, navigate to the **Menu option** in the top left part of the screen.



4. Click on Menu option and select **International Transfers**.



5. Click on the box to agree with the Terms and Conditions. Select **I Accept** to proceed.

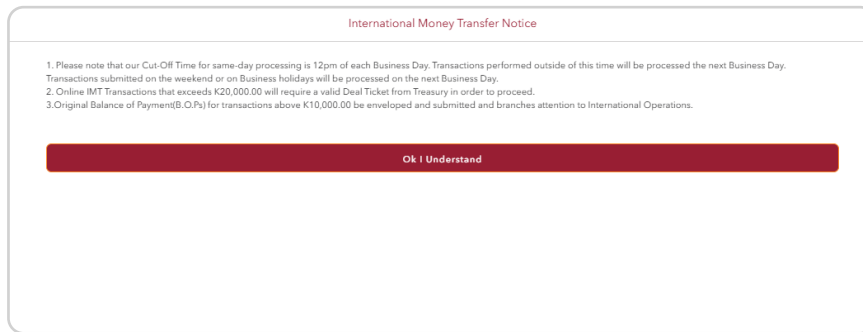
Kina Corporate Online Banking and Mobile Banking Terms and Conditions

I/We agree that this application is subject to the conditions and any other applicable agreement as defined in the regulations, terms and conditions.

Important
Transactions are restricted to Corporate customers only.
If you do not have the SWIFT BIC Code, BSB Code or other Bank codes, please contact beneficiary for the respective codes.
Charges by beneficiary bank/agent (if any) imposed outside of PNG will be borne by beneficiary and deducted from the amount payable.

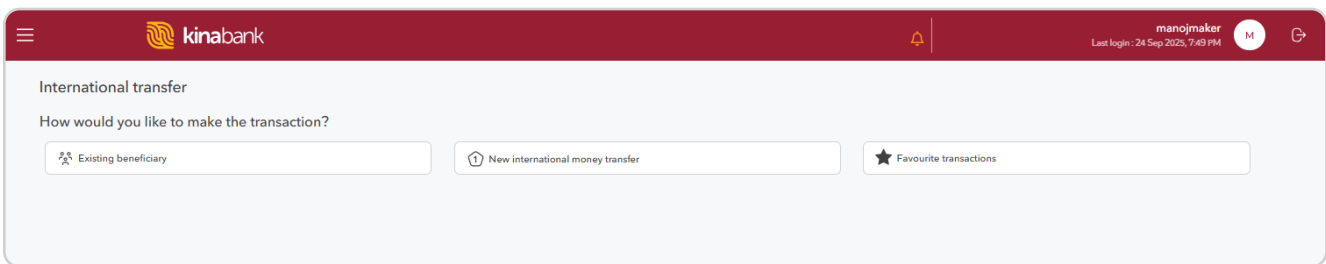


6. Click **Ok I Understand** after reading and understanding the International Payment Process.

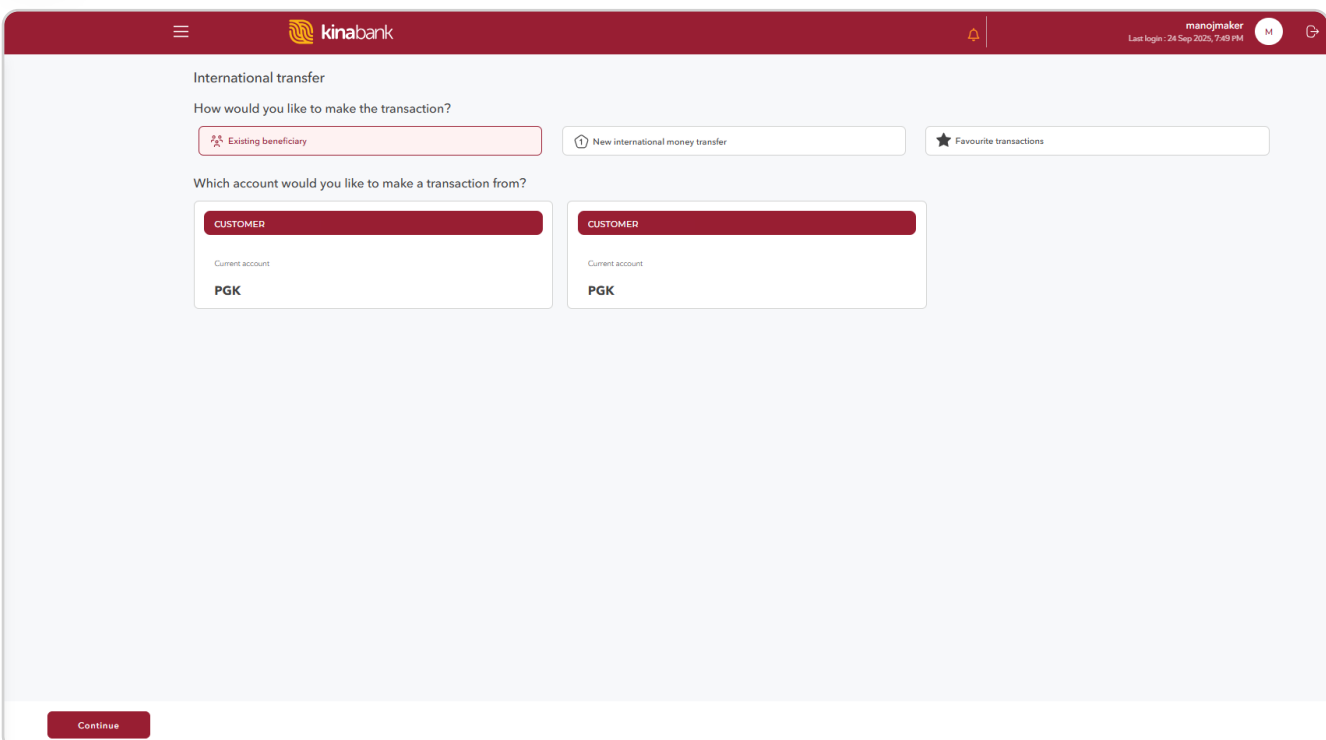


7. The International Transfer Menu contains three options you may choose from. Select your preferred option:

- Existing Beneficiary
- New International money transfer
- Favourite Transactions



8. Select the transaction account and click **Continue**.



9. Select a recipient and click **Continue**.

The screenshot shows the 'Select a recipient' page in the Kinabank portal. The page has a dark red header with the Kinabank logo and navigation icons. Below the header, there is a search bar labeled 'Search beneficiary'. The main content area is divided into two tabs: 'Groups' and 'Networks'. Under the 'Default' group, there is a table with columns for 'Recipient details', 'Recipient bank details', 'Recipient bank country', and 'Network'. The table contains two rows, both with 'International Payment' in the 'Network' column. At the bottom left of the page, there is a red 'Continue' button.

10. Enter the Transaction details and upload supporting documents of the transaction

The screenshot shows the 'International Payment' transaction details page in the Kinabank portal. The page has a dark red header with the Kinabank logo and navigation icons. Below the header, there is a section for 'Transfer from' and 'Transfer to' details. The 'Transfer from' section includes fields for 'Account name' and 'Account number', and a 'Change Account' link. The 'Transfer to' section includes fields for 'Account name', 'Account number', 'Bank name', and 'SWIFT code', and a 'Change Beneficiary' link. Below this, there is a 'Transaction details' section with various input fields: 'Country' (dropdown), 'Currency' (dropdown), 'Account currency amount' (text input), 'Foreign currency amount' (text input), 'Deal reference no.' (text input), 'Exchange rate' (text input), 'Source of funds' (text input), 'Relationship with beneficiary' (text input), 'Transfer purpose' (dropdown), and 'Industry code' (dropdown). At the bottom, there is a 'File upload' section with a 'Drop files here' area, a 'Browse file' button, and a note: 'Maximum file upload size is 50.00MB. Supported format: pdf/jpg/png'. At the bottom left of the page, there is a red 'Continue' button.



11. Enter the Beneficiary Details.

Beneficiary bank details

Account number *
Please enter

SWIFT BIC/BIC*
Please enter

Bank name *
Please enter

BSB code*
Please enter

Bank address *
Please enter

Beneficiary personal details

Name *
Please enter

Contact No *
Please enter

Email address *
Please enter

Physical Address(No.P.O.Box) *
-PO Box not allowed, please include Unit No.,Street name and address
Please enter

City *
Please enter

State *
Please enter

ZIP / Postal code *
Please enter

Remittance details

Remittance name *
Please enter

Remittance address *
Please enter

Remittance city *
Please enter

Remittance country *
Please enter

Remittance post code *
Please enter

Remittance Email *
Please enter

[Back](#) [Submit](#)

12. Review the transaction details. Click **Back** to make changed, otherwise if you're happy to proceed, mark the **Agree and continue** box, then click **Continue**.

Confirm your transaction details

PGK	AUD
PNG Kina Amount	Foreign currency amount
	Exchange rate of 0.4107

From account

Purpose

Industry code

Transaction description

File

Beneficiary name

Beneficiary ID type

Beneficiary ID No

Beneficiary contact No

Email address

Physical address

Beneficiary account No

Swift BIC/BIC

Bank name(in full)

Bank code

Bank address

Sender's name

Contact No

Sender's ID No

Sender's Email

Sender's address

-

1. I declare that to the best of my knowledge, the information furnished is true and correct in all respects.

2. I consent that Kinabank shall utilize any information related to this transaction (which may not be limited to information appearing herein), and shall utilize any mechanism that it deems appropriate in order to satisfy applicable laws, including international legal requirements.

3. Kinabank may, at its sole discretion, utilize the services of any correspondents and/or relationship bank to effect the payment.

4. All foreign exchange regulations applicable to this request have been complied with.

Agree and continue

[Back](#) [Continue](#)

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- 13.** Enter the **6-digit One Time Password (OTP)** sent to your preferred OTP channel (SMS, WhatsApp, or Email).

Enter the OTP

Please enter the 6-digit OTP sent to your preferred communication channel.

• • • • • •

Time left: 02:56

[Cancel](#) [Continue](#)

A notification screen will show confirming a successful transaction.

Note:

1. Transactions initiated by Makers will require Checker Approval via the transaction Management Option
2. Users may download transaction receipts via the download icon



kinabankLast login : 24 Sep 2025, 1:29 PM

✔ Your transaction request has been submitted.

Transfer from

Account name	Account number
Balance	
PGK	

Transfer to

Account name	Account number
Bank name	SWIFT code

Transfer amount

AUD 398.70

Reference number
Creation date
Remarks

Transaction status

✔

Initiated by

24-Sep-2025 20:26:37

✔

Approved By

24-Sep-2025 20:26:37

New transactionGo to dashboard★ Favorite This Transaction

