

# Bill Payments Pay a Company

## Which companies can I pay?

See our list of approved companies for bill payments [List Of Companies](#) | [Online Help - HSBC MT](#).

## How do I pay a bill?

### *Online Banking – Pay a new company*

Log into your [Online Banking](#) service using your username and secure code.

From the masthead (top part menu), click on 'Move money' option, select 'Pay a new company'.

Select the 'From' account and from 'Search company', you will be able to select a company from a pre-defined list. select and press 'Continue'.

Fill in the following details:

- Company reference
- Amount you wish to transfer
- Customer Reference (optional)
- For recurring payment, click on 'Yes', and enter frequency, date, number of payments and final amount.
- For future dated payments, input date of payment

Follow the instruction on screen to generate a Transaction Signing Code from your Secure Key, enter code and click 'Continue'.

On the review page check details are correct and click 'Confirm'.

### *Online Banking – Pay a Company you've paid before*

Log into your [Online Banking](#) service using your username and secure code

From the masthead, (top part menu) click on 'Move money' option, select 'Make a transfer'.

From 'Select Account' menu choose which account to debit

From 'To Select Account' choose 'Pay a Company you've paid before'

Choose the saved Company from the list and click 'Continue'

Fill in the following details:

- Amount you wish to transfer
- Customer Reference (e.g. Invoice number or membership number) (optional)
- For recurring payment, click on 'Yes', and enter frequency, date, number of payments and final amount.
- For future dated payments, input date
- Press 'Continue'
- On the review page check details are correct and click 'Confirm'

### *Mobile App - Transfer to a Company you've paid before*

Log into your Mobile Banking App.

Select 'Pay and transfer'

Select 'Pay a company'

Select account to debit from the 'From Select Account' menu

Select company to credit from the 'To Select Company' menu

Enter the amount you wish to transfer in EURO currency.

Transaction narrative for your reference (e.g. Invoice number or membership number) (optional)

On the review page check details are correct and press 'Confirm'.

## **Can I cancel or update a bill payment?**

Bill payment instructions for immediate execution cannot be cancelled after having been processed. Future-dated payments may be cancelled at the latest by the end of the working day preceding the agreed day for execution.

## **What are the fees to send a bill payment?**

Please refer to the Bank's [General Tariff](#).