

# Quick Start Trading Platform User Guide

Buy and sell foreign currencies and make international payments wherever you are, 24 hours a day, 5 days a week.

This fast, reliable and secure online platform has been developed with our clients in mind, making our service quicker and easier to use than ever before.



## Getting Started

When you request access to our online platform, you will receive an automated email inviting you to click a link to set up your unique security information. You must keep these login details secret and not disclose them to any other person.

Frontierpay

YOUR EMAIL

PASSWORD

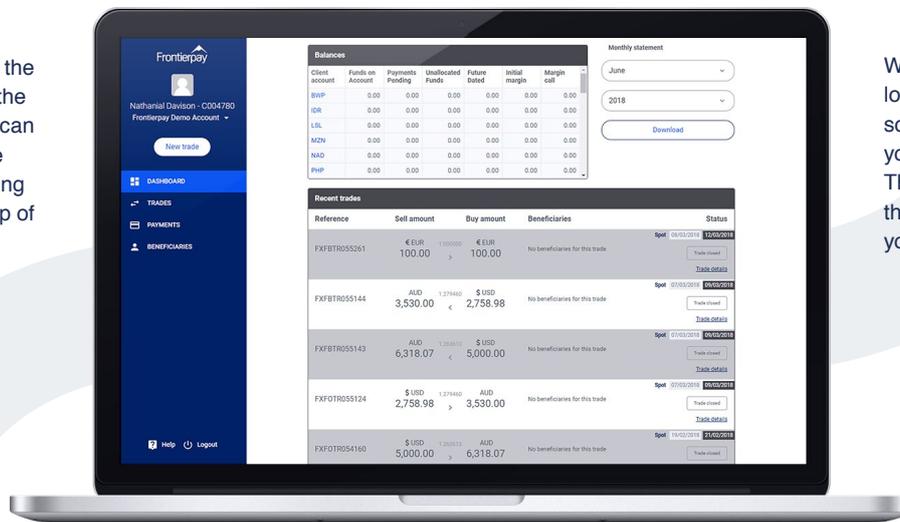
Login

[Forgot your password?](#)

This information is encrypted and no staff at Frontierpay has access to it. So if you forget your password, you must reset it using the 'Forgot your password?' button. You will also have the option to activate two factor authentication at this stage, thereby providing an extra layer of security every time you login.

## Your Dashboard

You will also notice the menu structure on the left hand side. You can always return to the dashboard by clicking the link near the top of the menu.



When you are logged in, the first screen you will see is your dashboard. This is an overview of the recent activity on your account.

## Beneficiaries

Located in the menu on the left hand side. Click on 'Beneficiaries' then 'Add beneficiary'. Input the bank account details of the person/company you are transferring money to.

If you want the beneficiary to receive confirmation of your payment, add an email address and click the relevant tick box.

Add beneficiary

**Beneficiary details**

Name  Country

Does the name of the beneficiary differ from the name on the bank account?

Address  Post code

City  Add email

Group  Emails

Always send confirmation of payment to this beneficiary?

Does this beneficiary need a permanent reference?

**Bank details**

Country  Currency

Account name

IBAN  Account number

SWIFT  Bank identifier

Does this beneficiary have correspondent information?

Cancel Save

Directly below there is another optional tick box to input a reference for the beneficiary when funds are credited to their account.

Each country requires different information, so the input fields are dynamic and will change depending on where your beneficiary is located.

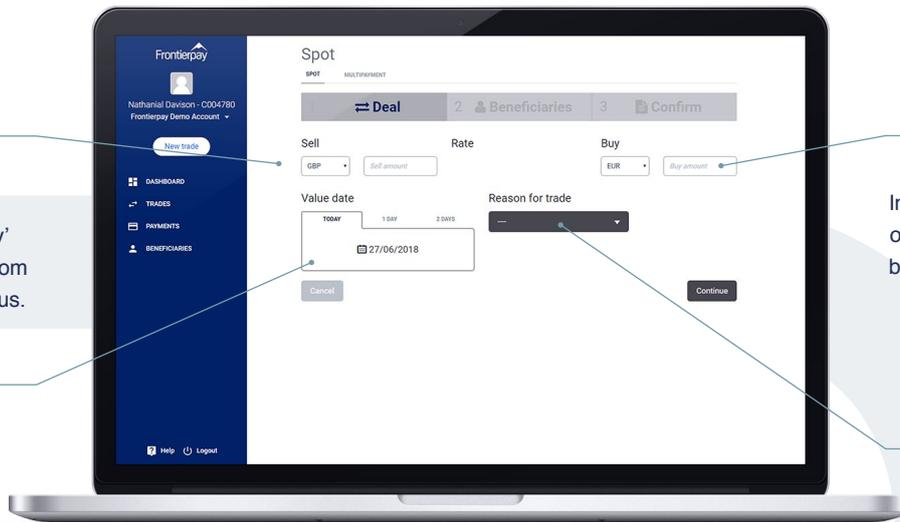
# New Trade

1 Select the 'Sell' (pay to us) and 'Buy' (send) currencies from the drop down menus.

3 Next, choose a 'Value date'. We need to have received your funds the day before the date you select.

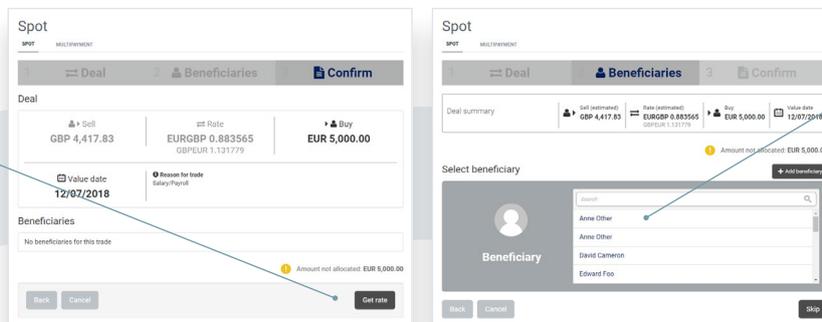
2 Input either the amount of currency you wish to buy or sell using one of the data fields next to the currency drop down menus.

4 Select a 'Reason for trade' from the drop down menu, required for compliance purposes, and click 'Continue'.



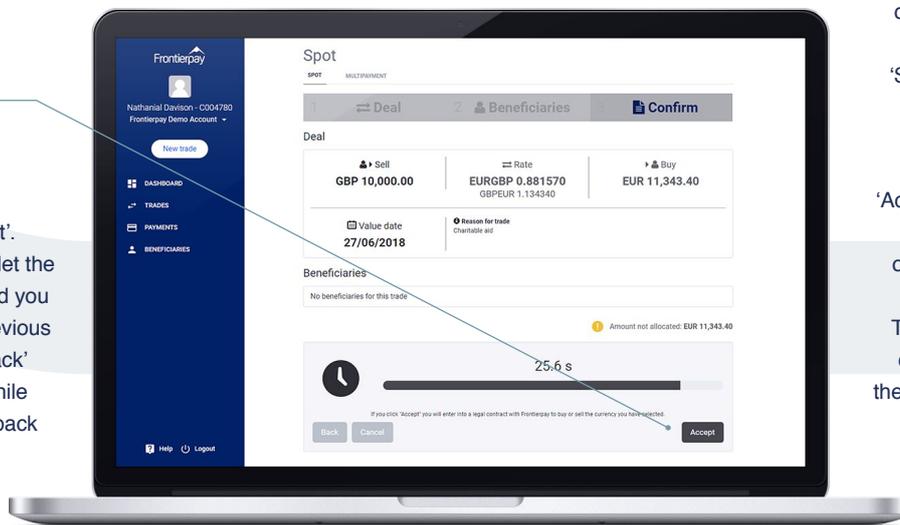
6 Almost there. Now it is time to double check all the information is correct and, if you are happy it is, click 'Get rate'.

5 On the next screen, select your desired beneficiary(ies) from the list and click 'Add'. Alternatively, you can choose to add a new beneficiary or, if you do not have the details to hand, simply opt to 'Skip' to the next stage.



7 If you want to buy currency at the rate shown, click 'Accept'. Otherwise you can let the timer bar elapse and you will return to the previous screen. Clicking 'Back' will do the same, while 'Cancel' takes you back to your dashboard.

If you have opted to 'Accept' the rate, you will receive an immediate on-screen confirmation and a follow-up email. The details of the trade can also be viewed on the dashboard and in the 'History' section of the platform.



Please note that accepting a rate of exchange means you are liable under the trading terms and conditions of business.

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