

The Sleek logo is positioned in the top left corner of a blue circular graphic. It consists of the word "Sleek" in a white, sans-serif font, with a small white smile-like curve under the letter 'e'.

Sleek

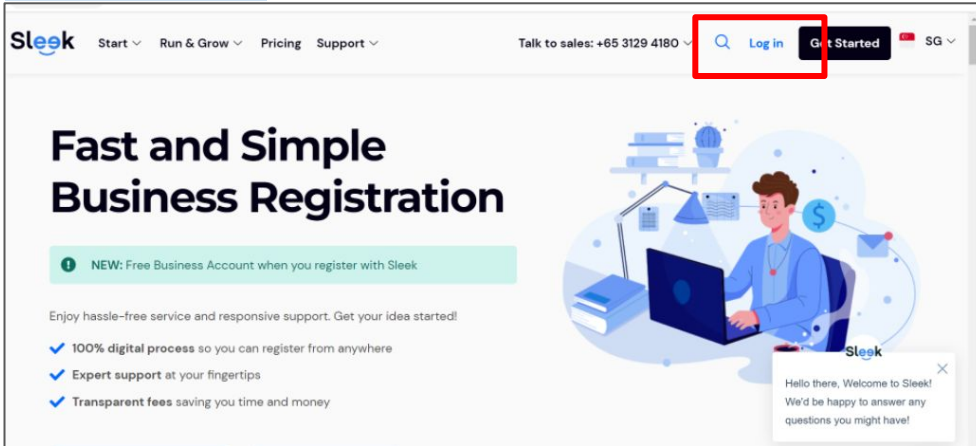
A low-angle photograph of a modern skyscraper with a glass facade, set against a blue sky with light clouds. The building's lines converge towards the top of the frame, creating a sense of height and scale.

**Sending Local &
International
Transfers**

Accessing your Sleek Business Account

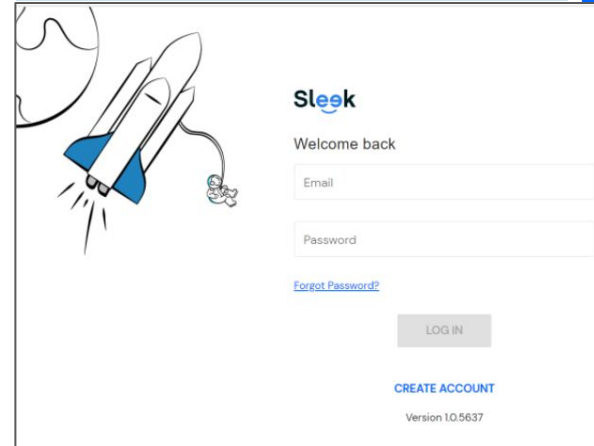
1. Go to www.sleek.com – click “Log in”
2. Key in your **email address** and **password**

1. Click Here



The screenshot shows the Sleek website homepage. The navigation bar at the top includes the Sleek logo, menu items (Start, Run & Grow, Pricing, Support), a contact number (+65 3129 4180), a search icon, a 'Log in' button (highlighted with a red box), a 'Get Started' button, and a 'SG' dropdown. The main content area features the headline 'Fast and Simple Business Registration' and a green banner for a new offer: 'NEW: Free Business Account when you register with Sleek'. Below this, there is a list of benefits: '100% digital process', 'Expert support', and 'Transparent fees'. An illustration of a person working at a laptop is also present. A chatbot window is open at the bottom right, displaying a welcome message.

2. Email address & Password

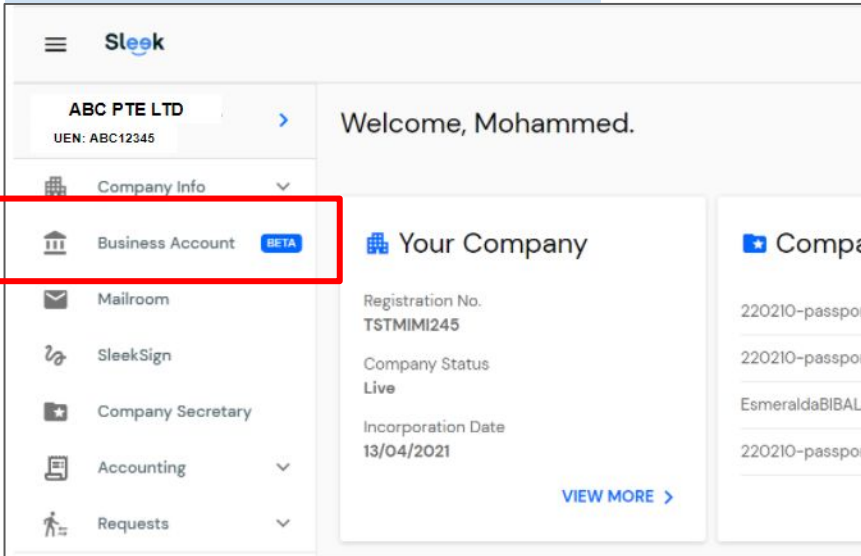


The screenshot shows the Sleek login page. On the left, there is an illustration of a hand holding a rocket. The Sleek logo is at the top left of the form area. Below the logo, it says 'Welcome back'. There are two input fields: 'Email' and 'Password'. A link for 'Forgot Password?' is located below the password field. A 'LOG IN' button is positioned below the input fields. At the bottom of the page, there is a 'CREATE ACCOUNT' link and the version number 'Version 10.5637'.

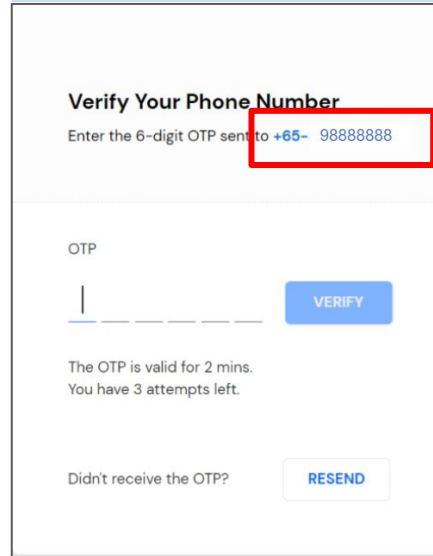
Accessing your Sleek Business Account

- 3. Click on **Business Account** on the left
- 4. On this page, key in your **OTP** sent to your **registered phone number**

3. Click on Business Account



4. Your registered phone number



Accessing your Sleek Business Account

5. On this page, you will have access to your **Sleek Business Account!**
6. Click on the drop down to access **account details** for your collections

5. Sleek Business Account

The screenshot shows the Sleek Business Account dashboard. On the left sidebar, the 'Business Account' option is highlighted with a red box. The main content area displays the account name 'ABC PTE LTD' and the virtual account number '885135 XXXX'. A welcome message reads 'Welcome to your Business Account, Mohammed!'. Below this, the 'Account Balance' section shows the current balance as 'Today S\$4.61 Singapore Dollar'. There are buttons for 'Transfer' and 'Recipients'.

6. Drop down

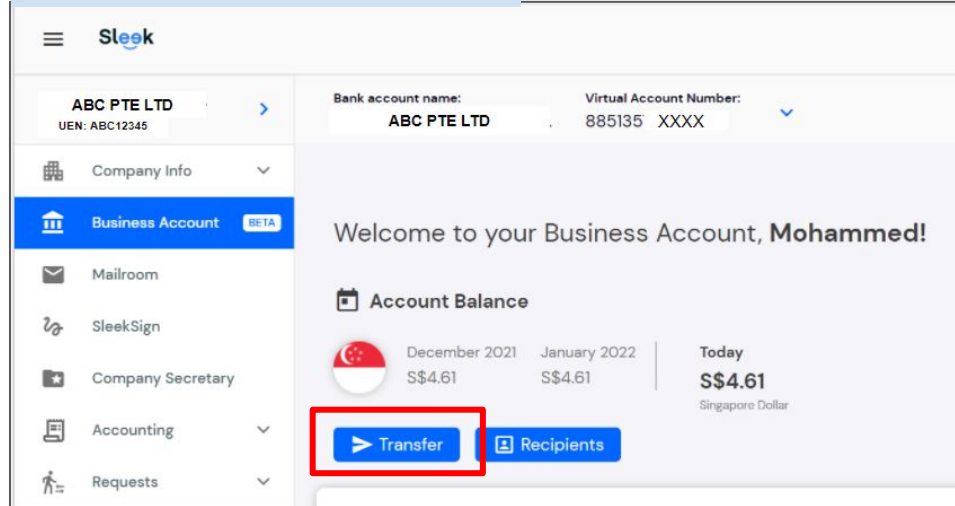
The screenshot shows the Sleek Business Account dashboard with the dropdown menu for the account name open. The dropdown arrow is highlighted with a red box. The dropdown menu lists various options including 'Company Info', 'Business Account', 'Mailroom', 'SleekSign', 'Company Secretary', 'Accounting', 'Requests', and 'Invite & earn S\$100'. The 'Business Account' option is highlighted in blue. The main content area shows account details for ABC PTE LTD, including bank account name and virtual account number, and a welcome message for Mohammed.

To Make a Local & International Transfer

7. Click on **Transfer**

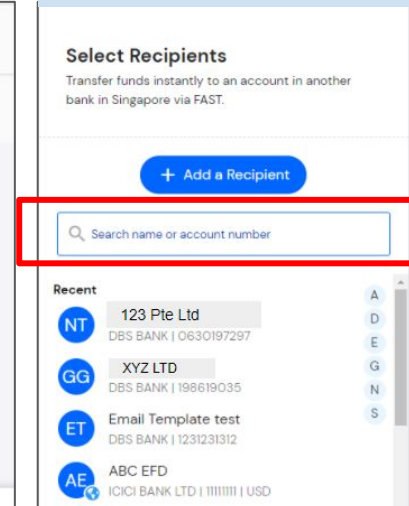
8. Select your intended **recipient** or **To add recipient** not shown under “Recent” refer to page 7

7. Click on Transfer



The screenshot shows the Sleek Business Account dashboard. The left sidebar contains navigation options: Company Info, Business Account (BETA), Mailroom, SleekSign, Company Secretary, Accounting, and Requests. The main content area displays account information for ABC PTE LTD, including the bank account name and virtual account number. Below this, there is a welcome message and an account balance section for December 2021, January 2022, and Today (S\$4.61). A red box highlights the **Transfer** button in the bottom right corner of the main content area.

8. Search for your intended recipient



The screenshot shows the 'Select Recipients' screen. It includes a search bar with the placeholder text 'Search name or account number', which is highlighted with a red box. Below the search bar is a list of recent recipients:

Recent	Account Name	Bank	Account Number
NT	123 Pte Ltd	DBS BANK	0630197297
GG	XYZ LTD	DBS BANK	198619035
ET	Email Template test	DBS BANK	1231231312
AE	ABC EFD	ICICI BANK LTD	1111111 USD

To Make a Local & International Transfer

9. Fill in the field above accordingly, then click "Next"
10. Once you have ensured the details are correct, click "Send"

The screenshot shows a transfer form with the following elements highlighted by red boxes:

- Your current balance:** A box containing the text "Your current balance" and the amount "\$\$4.61".
- Currency & Amount:** A box containing a Singapore flag icon, the text "SGD", and the amount "0.00".
- Purpose of Transfer:** A box containing the text "Purpose of Transfer" and a right-pointing chevron.
- Transfer Description:** A box containing the text "Transfer Description" and "Optional" below it.
- Next Button:** A blue rounded button with the text "Next".

Your Current Balance

Currency & Amount
you intend to send

Purpose of Transfer

Transfer Description

9. Once done, click
"Next"

The screenshot shows the "Review and pay" screen with the following elements:

- Review and pay:** A section header at the top.
- Currency & Amount:** A Singapore flag icon, the text "SGD", and the amount "1.00".
- Beneficiary:** A blue circle with "NT", the name "Benjamin Goh F&B", and "DBS BANK | 36512345".
- Purpose of Transfer:** A fork and knife icon followed by the text "Dining & Entertainment".
- Transfer Description:** The text "Transfer Description: -".
- Send Button:** A blue rounded button with the text "Send".
- Edit transaction:** A small link below the Send button.

10. Click "Send"

To add a Recipient for Local and International Transfer

8a. To add a recipient click “Add a Recipient”

8b. Once you have confirmed the details are correct, click “Add a Recipient”

Select Recipients
Transfer funds instantly to an account in another bank in Singapore via FAST.

+ Add a Recipient

Search name or account number

Recent

- NT** 123 Pte Ltd
DBS BANK | 0630197297
- GG** XYZ LTD
DBS BANK | 198619035
- ET** Email Template test
DBS BANK | 1231231312
- AE** ABC EFD
ICICI BANK LTD | 11111111 | USD

8a. Click
Add a Recipient

×

Add a Recipient

Australia >

USD >

Bank Name

BIC/SWIFT

Account Number

First & Last Name

Recipient Address

ADD RECIPIENT

8b. Click “Add Recipient” once you confirm the details are correct

Select the destination Country

Select the destination Currency

Select the destination Bank Name

Input the destination BIC/ Swift

Input the destination Account No.

Input the Recipient’s Name

Input the Recipient’s Address