

# ANZ Digital Services Help

## **Creating an India Term Deposit Instruction in ANZ Transactive — Global**

A Term Deposit online instruction allows you to submit a request for a Term Deposit for your India domiciled INR account registered to ANZ Transactive – Global.

This request is used to open a Term Deposit by attaching the supporting request letter with details of the rate and tenor. This will present you with a number of payment methods and types depending on your user entitlements. Click the Domestic Payment tile to begin.

Select Payments from the left-hand menu, which will take you the Create Payment screen.

This will present you with a number of payment methods and types depending on your user entitlements.

Click Term Deposit.

If you are entitled to more than one Division, select the Division under which payment will be made.

Select the funding account by either using the drop-down menu or the search function.

The Value Date will default to the current date. To future-date the payment, click the Calendar icon and nominate a date.

Enter a Payment Reference that will appear as part of the narrative on the Debit account and on payment reports.

Enter Amount.

If required, enter a Credit Statement Narrative that will appear as part of the narrative on the credit account statement.

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If required, enter a Debit Advice Description that will appear on the Beneficiary Advice and the Payment Detail Report.

If required, enter Additional Details.

Upload supporting documents that are required for your payment.

Click Review & Submit.

You will be presented with a Review & Submit screen to verify your payment.

Review the payment details. If the payment details are not correct, click Previous to return to the previous screen and edit the payment details as required.

Click Submit to send the payment for approval.



A confirmation pop-up will appear with your Payment ID with options to Request Payment Summary Report, Create Another Payment or View this Payment.

Click OK to return to the Current Payments screen. The payment will now need to be approved and submitted to the bank for processing.

**For more information on creating an India Term Deposit Instruction in ANZ Transactive – Global, visit ANZ Digital Services Help.**

[Help.online.anz.com](http://Help.online.anz.com)

