

ANZ Digital Services Help

Create Virtual Accounts in ANZ Supplemental Account Services

To create virtual accounts, click CREATE on the Control Bar in the Supplemental account services screen.

Click CREATE ACCOUNT.

Select the Parent account which can be a physical account or an existing virtual account.

Select the type of virtual account to create, either a Controlled account or Context ID. We will create a Controlled account in this demonstration.

Select if you want to specify the account numbers, or if you want the system to generate.

Enter the required details, such as the number of accounts, limits, and interest settings, and click CONTINUE.

If you are using your own account number or have opted to update account names, enter the details and click CONTINUE.

Contact information is sourced from the core account. Select CONTINUE to proceed.

Review the details and click SUBMIT to send your request for approval.

Click GO BACK TO ACCOUNTS to return to the Supplemental accounts screen.

The virtual account will be pending approval and can be viewed in the Approvals screen. Click Approvals in the top right corner.

Click My submitted items.

Once it has been approved, it will move to the Processed tab and will be available in the Accounts and Supplemental accounts screens.

For more information on creating ANZ Supplemental Account Services, visit [ANZ Digital Services Help](#).

[Help.online.anz.com](https://help.online.anz.com)

