



SCOUTS[®]

Nibnu Dinja Aħjar



THE *Scout* ASSOCIATION
OF MALTA

Making Non-Cash Payments to the Fgura Scout Group

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Fgura Scout Group

62, Triq il-Kuluvert, Fgura FGR 1855 - Malta

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1. By Cheque

Cheque payments should be addressed to **'The Scout Association of Malta – Fgura Group'**.

Cheques may be either handed over to one of the group's leaders or council members or they may be posted at our HQ: ***Fgura Scout Group, 62, Triq Il-Kuluvert Fgura***

Please always include a small note with the cheque indicating who it's from and what it is for – this will help us a lot when settling our accounts.

Fgura Scout Group

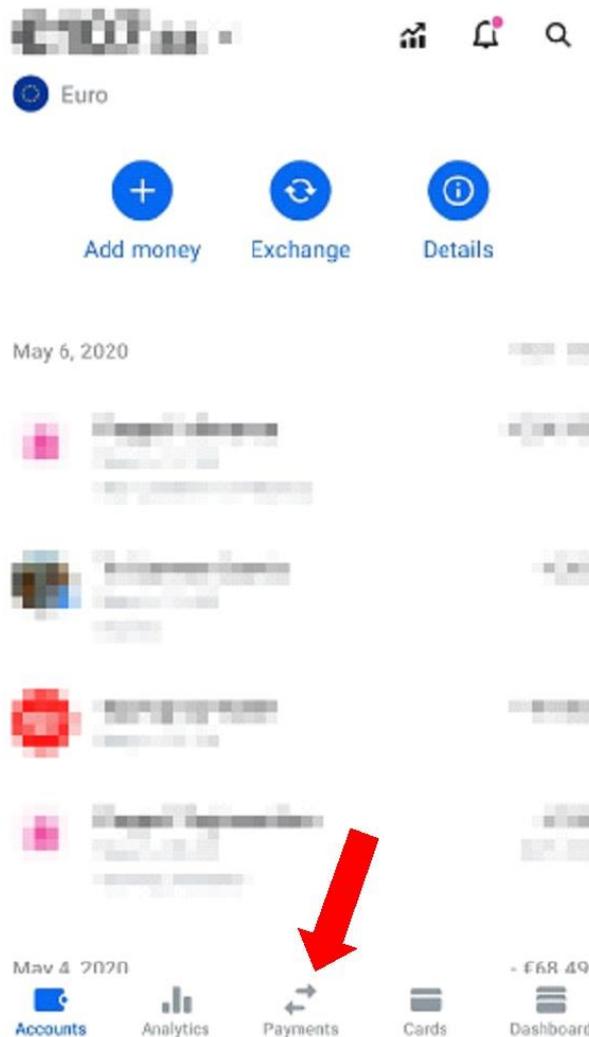
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2. By Revolut Bank Transfer

Step 1: Open your Revolut App on your phone and tap the 'Payments' icon at the bottom of the screen



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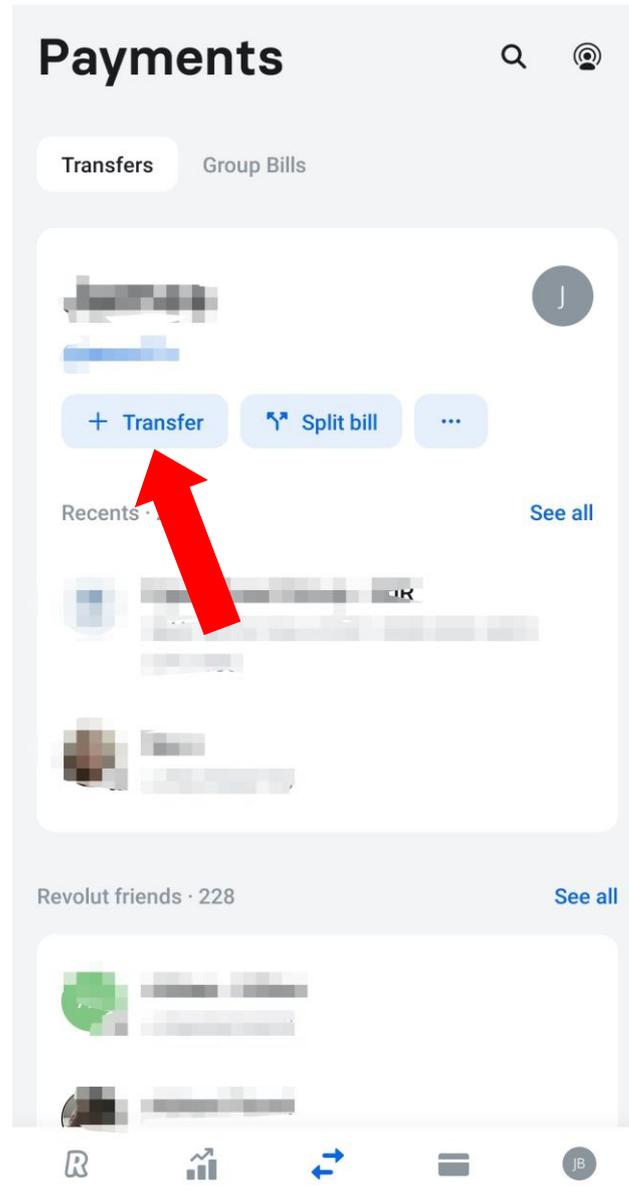
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Step 2: Tap on the “+ Transfer” button



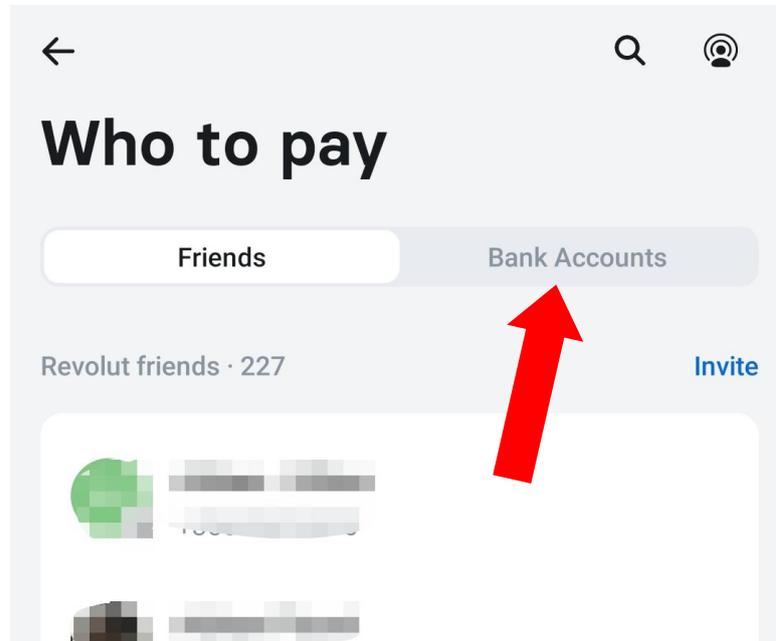
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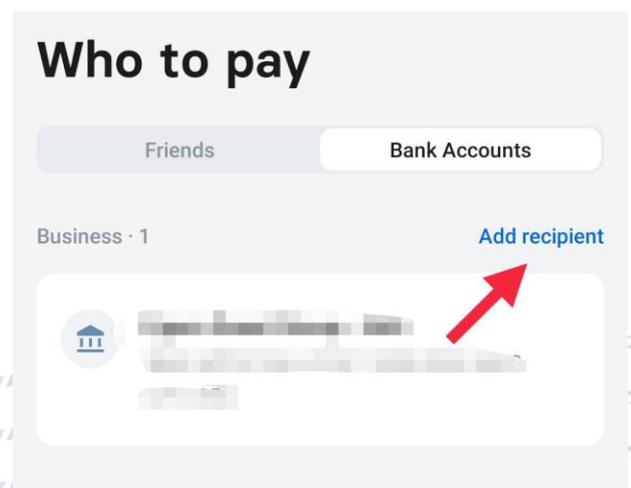
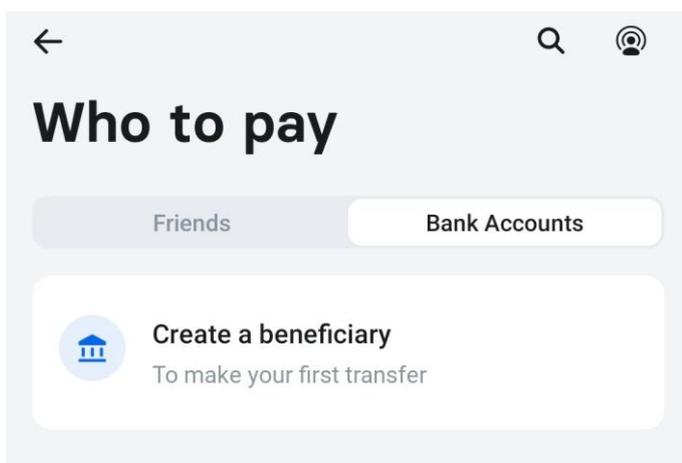
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Step 3: Tap on “Bank Accounts” button



Step 4: If this is your first time setting up a bank transfer in Revolut tap the “Create a beneficiary” button. Otherwise tap on “Add Recipient”



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Step 5: At the top of the page make sure to choose “Business” and then fill in all the fields with the following details:

Country of recipient’s bank: **Malta**
Currency: **Euro**
IBAN: **MT04 VALL 2201 3000 0000 4002 5710 856**
Company Name: **Fgura Scout Group**
E-mail: **gsl@fgurascouts.org**

Finally tap on “Add Recipient”

Individual Business

Country of recipient's bank
Malta

Currency
Euro

IBAN
MT04 VALL 2201 3000 0000 4002 5710 856

Company name
Fgura Scout Group

E-mail
gsl@fgurascouts.org

Optional

Send the recipient a transfer confirmation

Add recipient

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Step 6: If you are asked to enter an address use the details shown below. Then tap on “Add recipient”

What's the beneficiary's address?

For transfers to this country, we are required to collect the address of the recipient. Transfers with an invalid address will be rejected.

Country	Malta	▼
Address line 1	62, Triq il-Kuluvert	
Address line 2 (optional)		
Postal code	FGR1855	
Town/City	Fgura	
Region		

Add recipient

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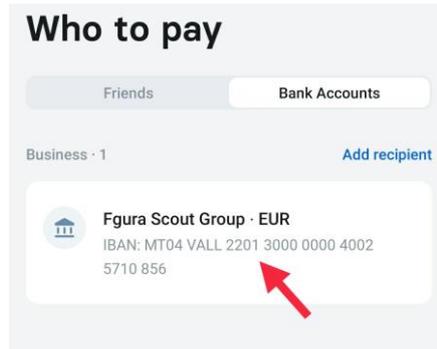
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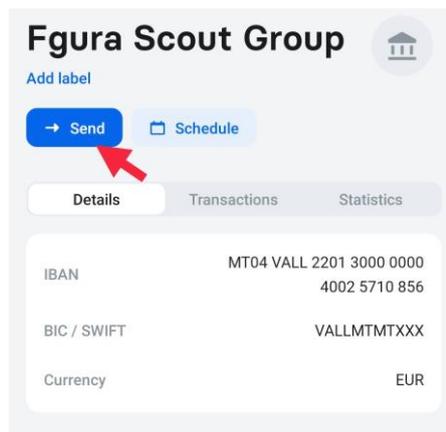


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Step 7: Congratulations, you have now added the Fgura Scout Group and in future, whenever you want to make a payment you may skip the first 6 steps. On the “payments’ tab you should now see the Fgura Scout Group listed as a recipient – go ahead and tap on it.



Step 8: Tap on the “Send” button.



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- Step 9:** On the next screen follow these steps:
1. Enter the amount you are transferring
 2. Enter a description of what the payment is for
(eg. “Membership Fee MAR-AUG Joe Borg”)
 3. Tap on “Send” at the bottom of the screen



To Fgura Scout Group

EUR · IBAN MT04 VALL 2201 3000 0000 4002 5710
856

EUR

Balance ▼



€0

Membership Fee Mar-Aug Joe Borg



Send

**That's it – You've successfully transferred a payment to the Fgura Scout Group –
Thank You!**

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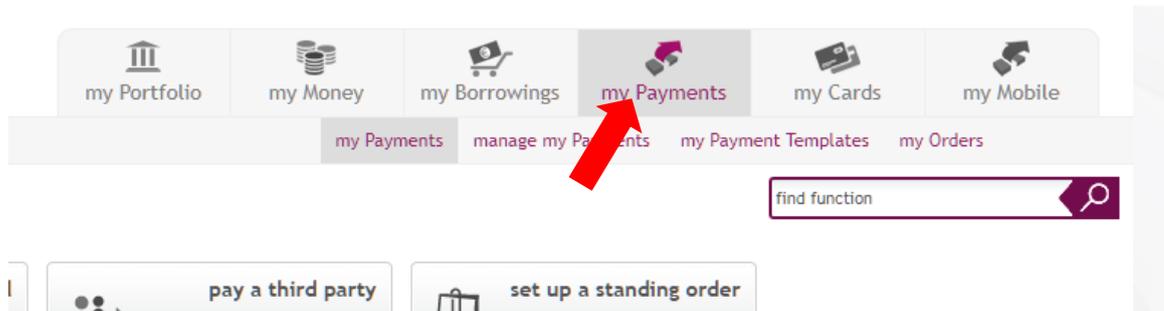
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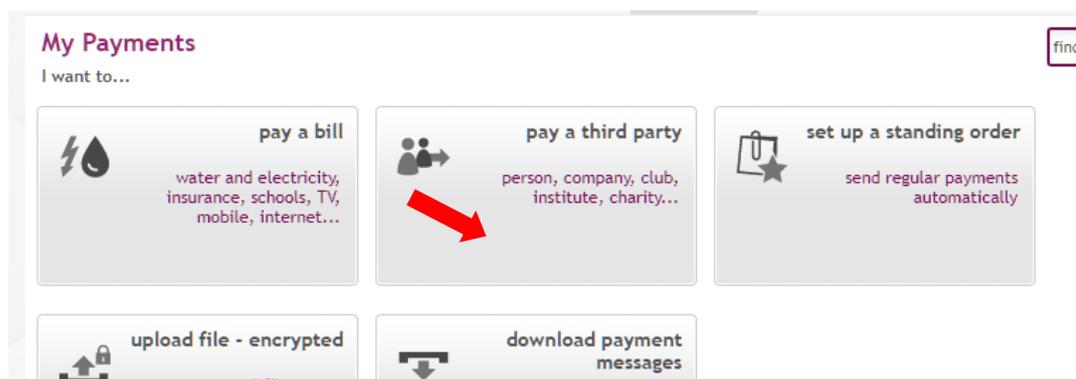
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3. By BoV Internet Bank Transfer

Step 1: Log in to your BoV internet banking account and click on “My Payments”



Step 2: Click on “pay a third party”



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Step 3: Enter the following details in the fields provided

- a. Person/group...:
 - a. Beneficiary Name: **Fgura Scout Group**
- b. The Payment Details are...:
 - a. Payment Details: *You should describe what you are paying for here (eg. "Membership Fee MAR-AUG Joe Borg")*
- c. Send the money to account...:
 - a. Currency: **Euro**
 - b. Account: **40025710856**
- d. The bank details are...:
 - a. Bank Name: **Bank of Valletta plc**
- e. The person/group's address is:
 - a. Address line 1: **62, Triq il-Kuluvert**
 - b. City: **Fgura**
 - c. Postcode: **FGR1855**
 - d. Country: **Malta**
- f. Withdraw the money from...:
 - a. Account: *Select which of your accounts should be debited.*
- g. The amount of...:
 - a. Amount in deposit currency: *The payment amount in EUR*
- h. The payment date is...:
 - a. As soon as possible
 - b. Normal priority payment
- i. Save as template...:
 - a. We recommend choosing 'Yes' here so that next time you won't have to fill in all of the above details again.

Step 4: Follow the on-screen instructions to verify your transfer.

**That's it – You've successfully transferred a payment to the Fgura Scout Group –
Thank You!**

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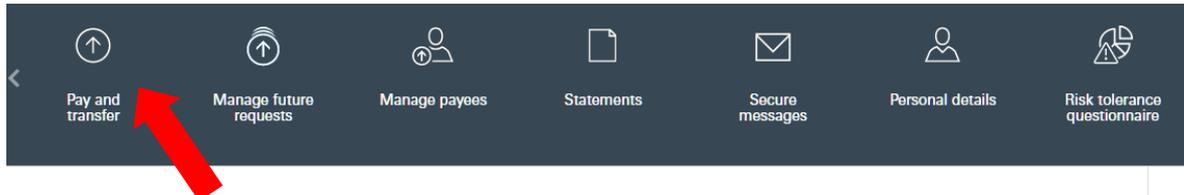
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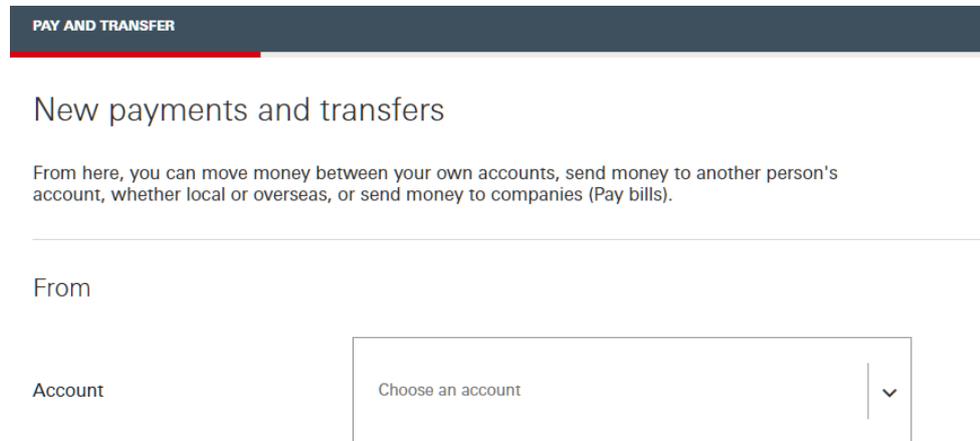
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4. By HSBC Internet Bank Transfer

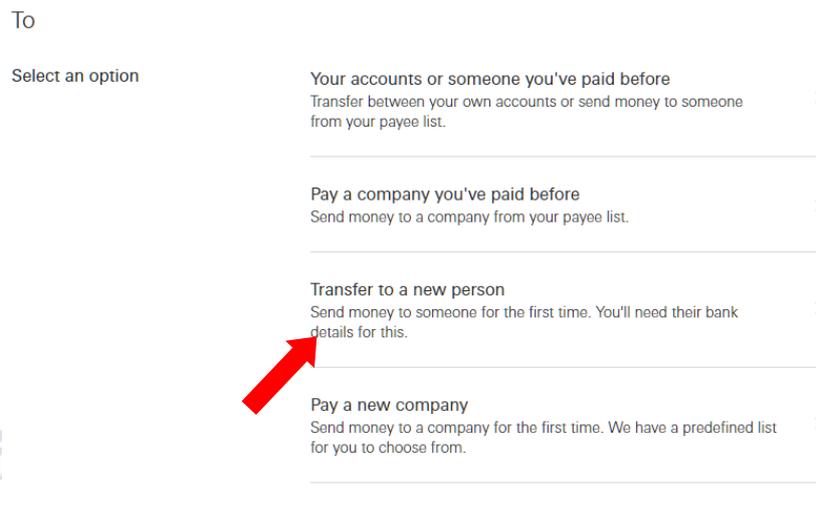
Step 1: Log-in to your HSBC internet banking portal and click on “Pay and Transfer”



Step 2: Choose which of your accounts will be debited



Step 3: Click on “Transfer to a new Person”



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Step 3: Under “transfer type” select “SEPA transfers” and click on “continue”

To

Transfer type

SEPA transfers

Step 4: Enter the following details in the corresponding fields:

- Full name and surname: **Fgura Scout Group**
- IBAN: **MT04VALL22013000000040025710856**
- Country/Territory: **MALTA**
- Payee Address line 1: **62, Triq il-Kuluvert, Fgura**
- Bank Identifier Code: **VALLMTMT**

We recommend that you tick the box next to “Add to your payees” so the next time you want to make a payment to the Fgura Scout Group you won’t have to enter the above details.

To

Transfer type

SEPA transfers

Full name and surname

Fgura Scout Group

IBAN

MT04VALL22013000000040025710856

Country/territory

MALTA

Payee address line 1

62, Triq il-Kuluvert, Fgura

Payee address line 2 (optional)

Payee address line 3 (optional)

Bank Identifier Code (BIC) (optional)

VALLMTMT

Add to your payees

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Step 5: Enter the following details in the corresponding fields:

- Amount: *This is the amount you will be paying in EUR*
- Originator's Reference: *You should describe what you are paying for here – this is what you will see on your statement (eg. "Membership Fee MAR-AUG Fgura Scouts")*
- For Payee: *You should describe what you are paying for here – this is what we will see on our accounts (eg. "Membership Fee MAR-AUG Joe Borg")*
- Recurring: No
- Date: today's date

Details

Amount

EUR | 50.00

Fees

Fees will be shared

Originator's reference

FSG Membership mar-aug 2020

This reference will appear on your statements and transaction history.

Purpose code (optional)

Please refer to our list of [purpose codes](#)

For payee

Membership Mar-Aug 2020

Joseph Borg

This will appear on your payee's statements and transaction history.

Recurring

No Yes

Date

20/08/2020

This can be today or completed later.

Step 6: Follow the on-screen instructions to verify the transaction using the internet key and click on "continue".

**That's it – You've successfully transferred a payment to the Fgura Scout Group –
Thank You!**

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