

FBC Internet Banking Tips: How to get your company bank statement

Dear Valued Corporate Client,

Listed below are the steps to access your company bank statement on the FBC Internet Banking platform. Kindly follow the 8 steps shared below.

Step 1 - Click on the account number you wish to extract your statement from.

The screenshot shows the FBC Internet Banking Dashboard. At the top, there's a navigation bar with 'FBC' logo, 'Dashboard', a search icon, a notification icon with '6', 'Welcome, [Name]', 'Last login 25 Nov 04:12 PM', and a 'Logout' button. Below the navigation bar, the dashboard is divided into several sections:

- Current & Savings:** 3 Total Accounts, ZWL3,667.64 ZWL (2 Accounts).
- Term Deposits:** You do not have any Term Deposit.
- Loans and Finances:** You do not have any Loans.
- Quick Links:** Own Account Transfer, Adhoc Payment, File Upload, Funds Transfer, Issue Draft, Uploaded Files Inquiry.
- Accounts Summary:** A table with columns: Customer Name, Account Number, Account Type, Net Balance.

Customer Name	Account Number	Account Type	Net Balance
HUBBARD TREES	STAFF FCA ACCOUNTS 6543 2109 8765 4321	Saving Account	ZWL3,166.41
HUBBARD TREES	STAFF FCA ACCOUNTS 9876 5432 1098 7654	Saving Account	\$11.72
HUBBARD TREES	STAFF FCA ACCOUNTS 1234 5678 9012 3456	Saving Account	ZWL501.23
- Work Snapshot for today As on 25 Nov 2020:** 1 Processed, 0 In Progress, 0 Rejected, 100% completion.
- Activity Log:** Financial category with sub-sections for Accounts (0), Payments (0), Bill Payments (0), Bulk File (0), and Bulk Record (0), each with 'Processed' and 'In Progress' counts.

Step 2 - The screen below will appear after you select your account.

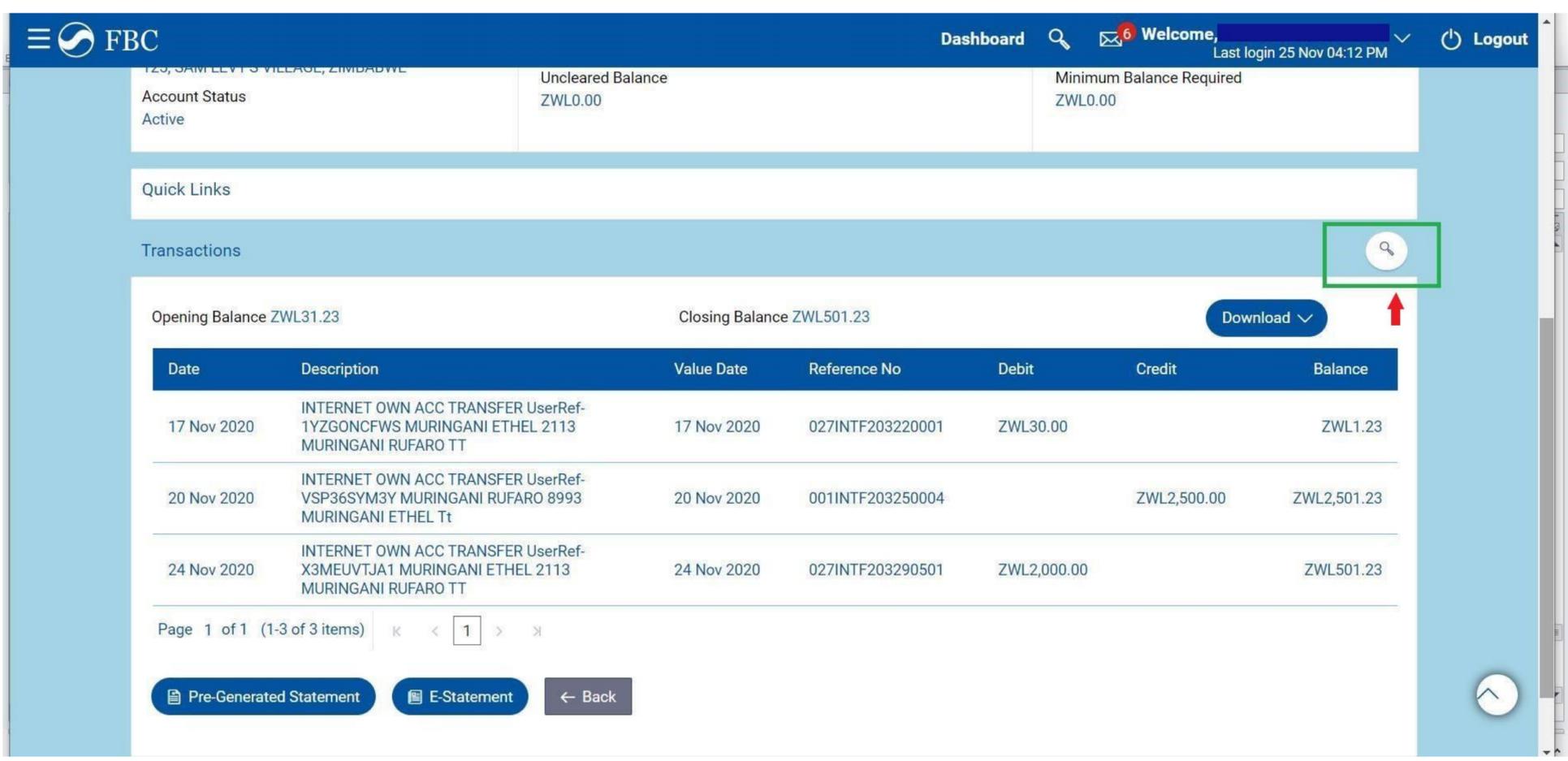
The screenshot shows the 'Account Details' page for the selected account. At the top, there's a navigation bar with 'FBC' logo, 'Dashboard', a search icon, a notification icon with '6', 'Welcome, [Name]', 'Last login 25 Nov 04:12 PM', and a 'Logout' button. Below the navigation bar, the page is titled 'Account Details' and contains the following information:

- Select Account:** 1234 5678 9012 3456, Balance: ZWL501.23.
- Product Name:** STAFF FCA ACCOUNTS.
- Add Nickname:** + Add Nickname.
- Account Info:**
 - Account Type: Saving Account
 - Account Currency: ZWL
 - Account Branch: BORROWDALE BRANCH SHOP NUMBER 122-125, SAM LEVY'S VILLAGE, ZIMBABWE
 - Account Status: Active
- Balances:**
 - Available Balance: ZWL501.23
 - Net Balance: ZWL501.23
 - Amount On Hold: ZWL0.00
 - Uncleared Balance: ZWL0.00
- Limits:**
 - Overdraft Limit: ZWL0.00
 - Advance Against Uncleared Funds Limit: ZWL0.00
 - Daily ATM Withdrawal: ZWL0.00
 - Minimum Balance Required: ZWL0.00

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Step 3 - Scroll down and click the search icon (highlighted in green below).



Dashboard  Welcome, [User Name]  Last login 25 Nov 04:12 PM

Account Status: Active Uncleared Balance: ZWL0.00 Minimum Balance Required: ZWL0.00

Quick Links

Transactions 

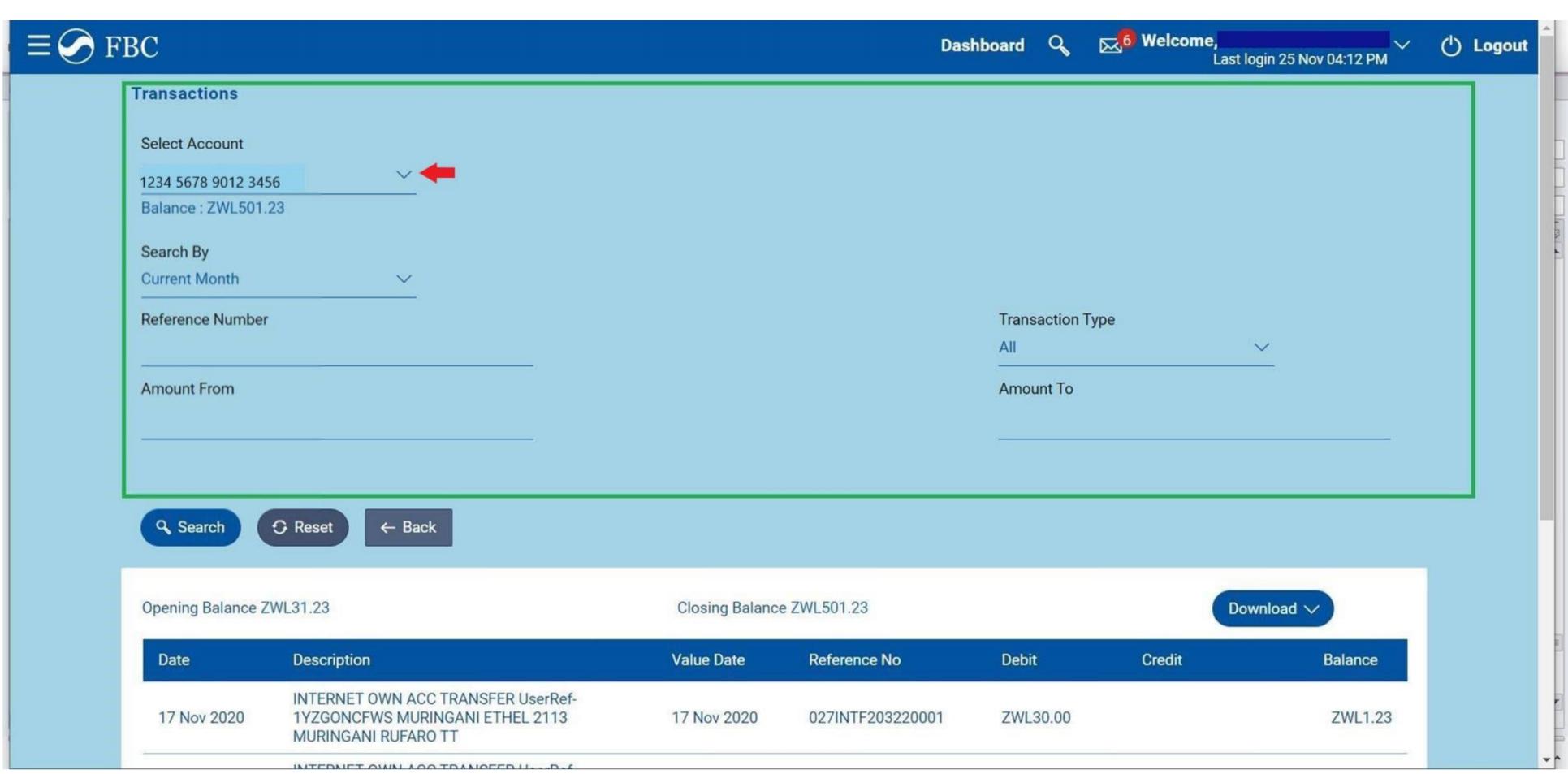
Opening Balance ZWL31.23 Closing Balance ZWL501.23 Download 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
17 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-1YZGONCFWS MURINGANI ETHEL 2113 MURINGANI RUFARO TT	17 Nov 2020	027INTF203220001	ZWL30.00		ZWL1.23
20 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-VSP36SYM3Y MURINGANI RUFARO 8993 MURINGANI ETHEL Tt	20 Nov 2020	001INTF203250004		ZWL2,500.00	ZWL2,501.23
24 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-X3MEUVTJA1 MURINGANI ETHEL 2113 MURINGANI RUFARO TT	24 Nov 2020	027INTF203290501	ZWL2,000.00		ZWL501.23

Page 1 of 1 (1-3 of 3 items) 

[Pre-Generated Statement](#) [E-Statement](#) [Back](#)

Step 4 - The screen below will appear. Select the account number from which you would like to extract the statement.



Dashboard  Welcome, [User Name]  Last login 25 Nov 04:12 PM

Transactions

Select Account: 1234 5678 9012 3456  
 Balance : ZWL501.23

Search By: Current Month 

Reference Number: _____

Amount From: _____

Transaction Type: All 

Amount To: _____

[Search](#) [Reset](#) [Back](#)

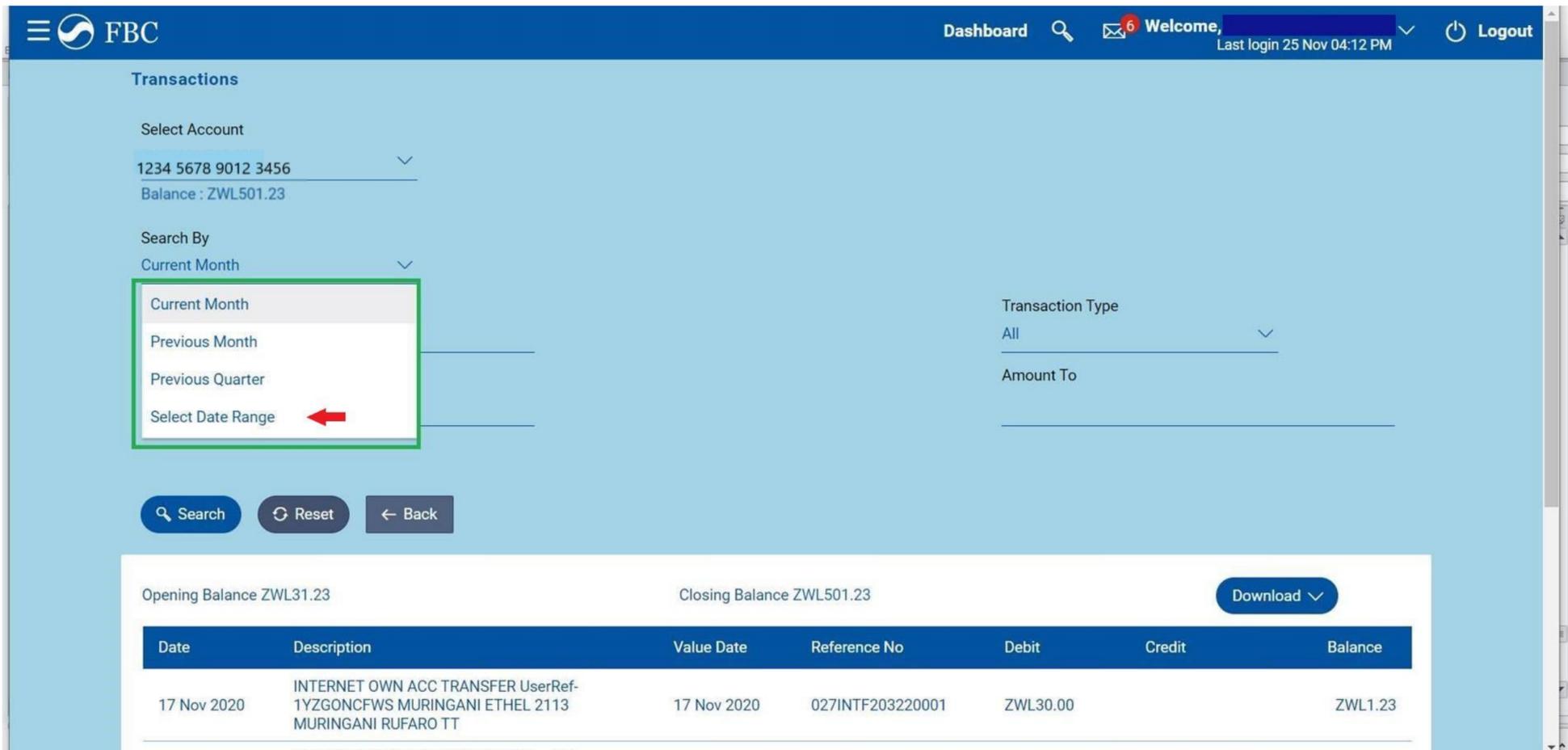
Opening Balance ZWL31.23 Closing Balance ZWL501.23 Download 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
17 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-1YZGONCFWS MURINGANI ETHEL 2113 MURINGANI RUFARO TT	17 Nov 2020	027INTF203220001	ZWL30.00		ZWL1.23

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Step 5 – Click on “Select Date Range.”



Dashboard  6 Welcome, [User Name]   Logout
 Last login 25 Nov 04:12 PM

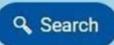
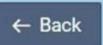
Transactions
 Select Account
 1234 5678 9012 3456 
 Balance : ZWL501.23

Search By
 Current Month 

- Current Month
- Previous Month
- Previous Quarter
- Select Date Range 

Transaction Type
 All 

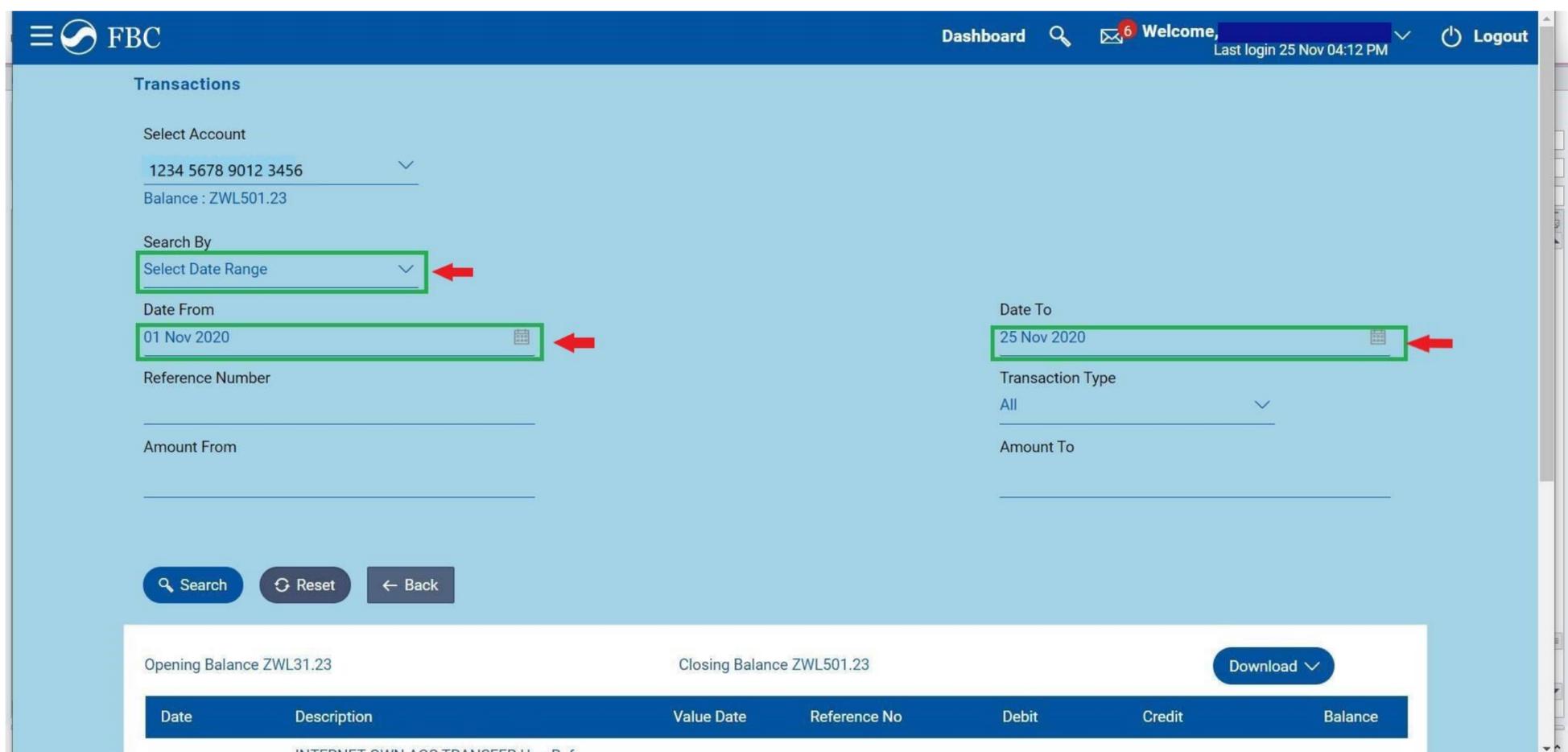
Amount To

Opening Balance ZWL31.23 Closing Balance ZWL501.23 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
17 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-1YZGONCFWS MURINGANI ETHEL 2113 MURINGANI RUFARO TT	17 Nov 2020	027INTF203220001	ZWL30.00		ZWL1.23

Step 6 – After clicking “Select Date Range”, input your “Date From” and “Date To” as highlighted in the example below in green.



Dashboard  6 Welcome, [User Name]   Logout
 Last login 25 Nov 04:12 PM

Transactions
 Select Account
 1234 5678 9012 3456 
 Balance : ZWL501.23

Search By
 Select Date Range  

Date From
 01 Nov 2020  

Reference Number

Amount From

Date To
 25 Nov 2020  

Transaction Type
 All 

Amount To

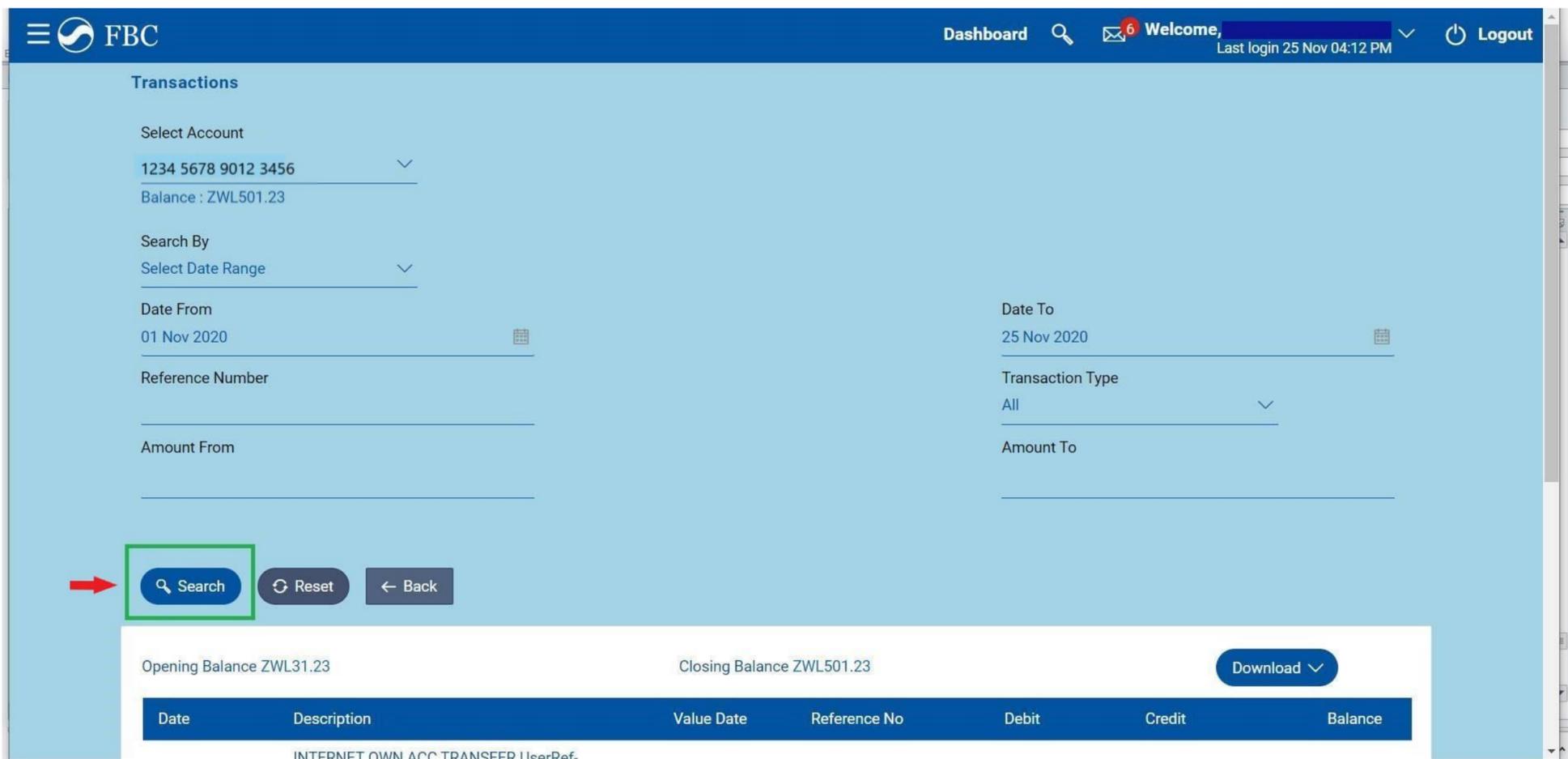
Opening Balance ZWL31.23 Closing Balance ZWL501.23 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
	INTERNET OWN ACC TRANSFER UserRef-					

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Step 7 – Click “Search” (highlighted in green below).



Dashboard   Welcome, [User Name]  Last login 25 Nov 04:12 PM  Logout

Transactions
 Select Account
 1234 5678 9012 3456 
 Balance : ZWL501.23

Search By
 Select Date Range 

Date From
 01 Nov 2020 

Reference Number

Date To
 25 Nov 2020 

Transaction Type
 All 

Amount From

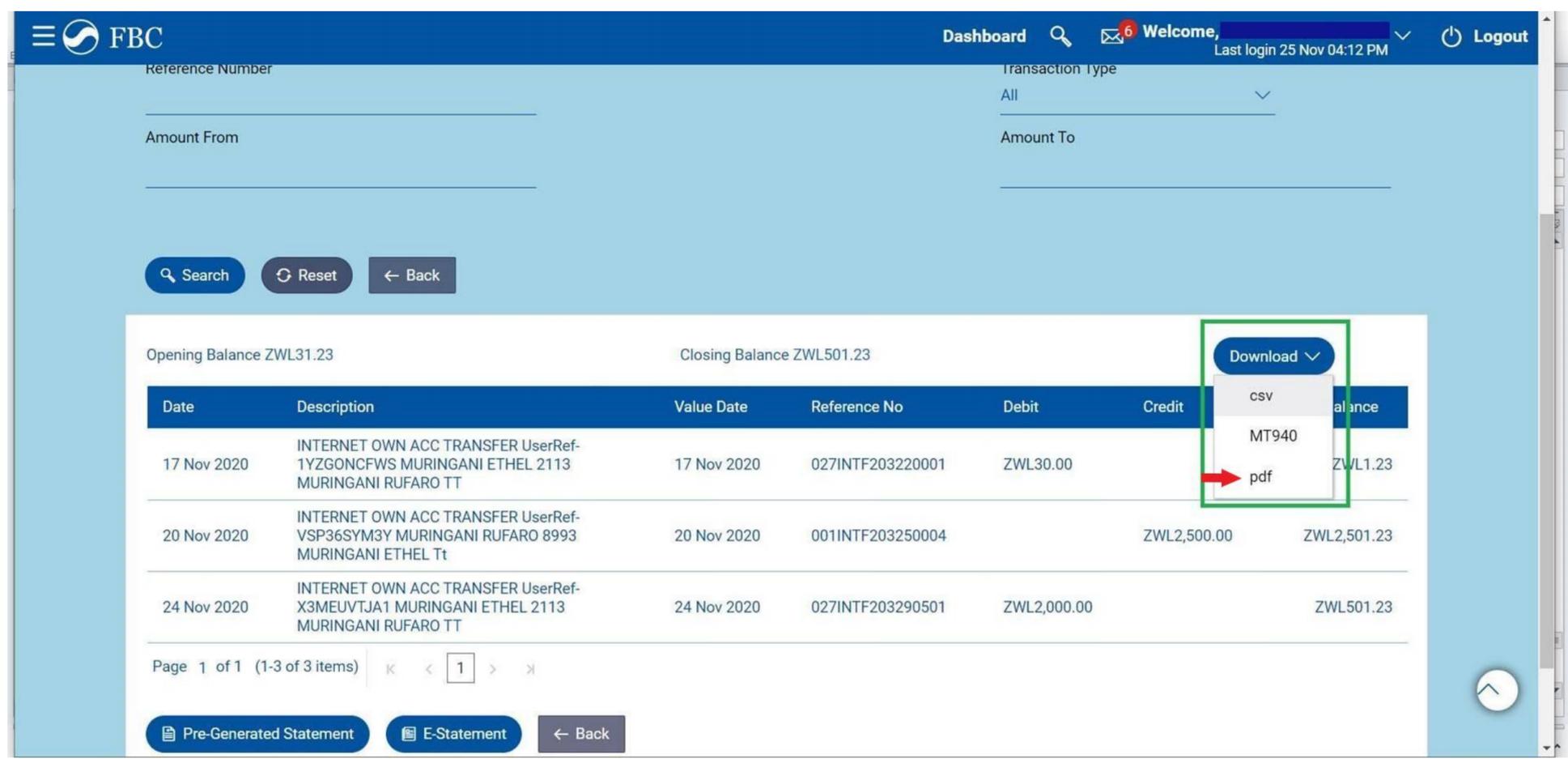
Amount To

Opening Balance ZWL31.23 Closing Balance ZWL501.23 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
	INTERNET OWN ACC TRANSFER UserRef...					

Step 8 – Click the “Download” button on the far right (boxed in green below) and select the “pdf” format.



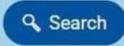
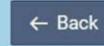
Dashboard   Welcome, [User Name]  Last login 25 Nov 04:12 PM  Logout

Reference Number

Amount From

Transaction Type
 All 

Amount To

Opening Balance ZWL31.23 Closing Balance ZWL501.23 

Date	Description	Value Date	Reference No	Debit	Credit	Balance
17 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-1YZGONCFWS MURINGANI ETHEL 2113 MURINGANI RUFARO TT	17 Nov 2020	027INTF203220001	ZWL30.00		ZWL1.23
20 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-VSP36SYM3Y MURINGANI RUFARO 8993 MURINGANI ETHEL Tt	20 Nov 2020	001INTF203250004		ZWL2,500.00	ZWL2,501.23
24 Nov 2020	INTERNET OWN ACC TRANSFER UserRef-X3MEUVTJA1 MURINGANI ETHEL 2113 MURINGANI RUFARO TT	24 Nov 2020	027INTF203290501	ZWL2,000.00		ZWL501.23

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