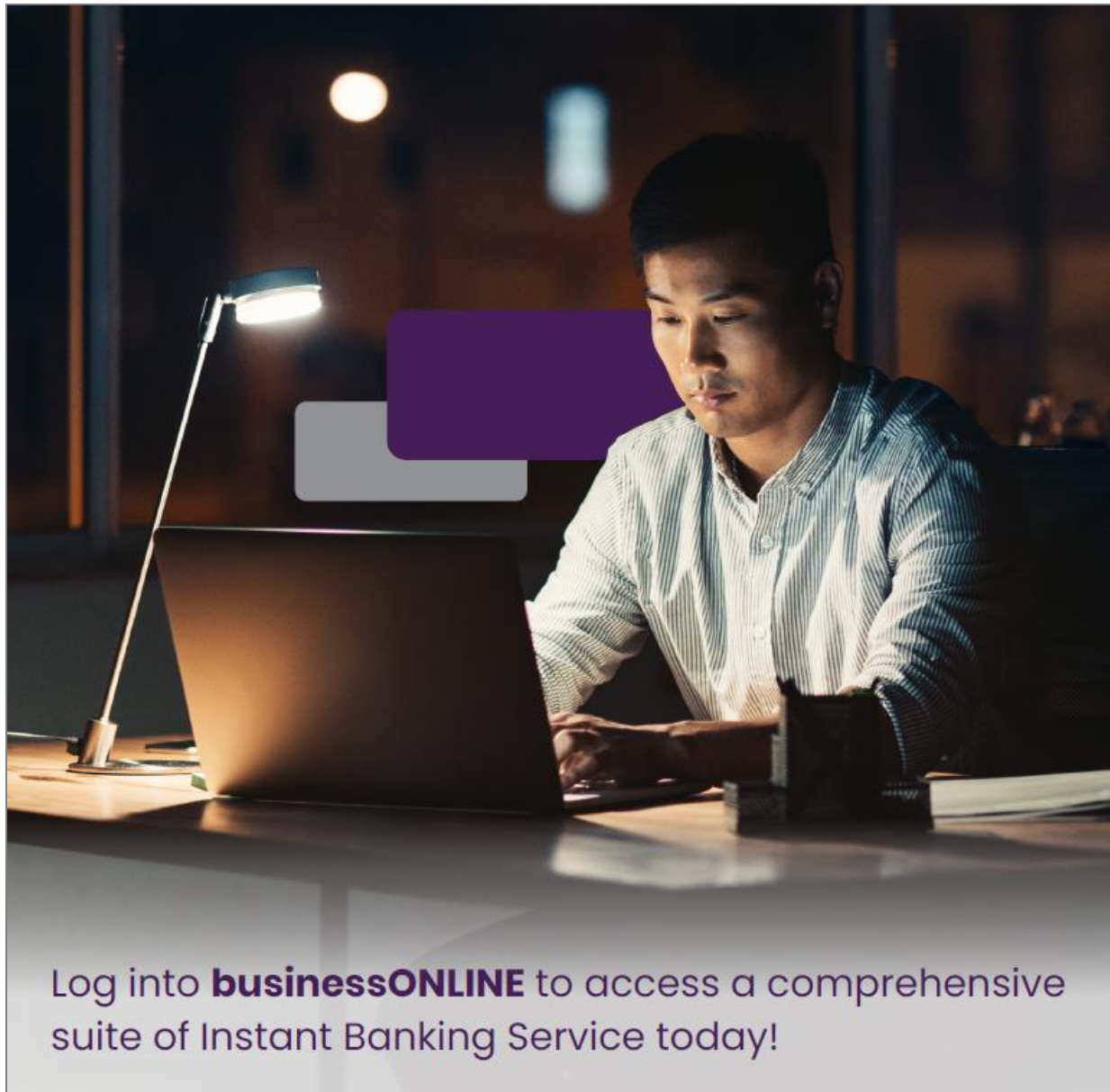
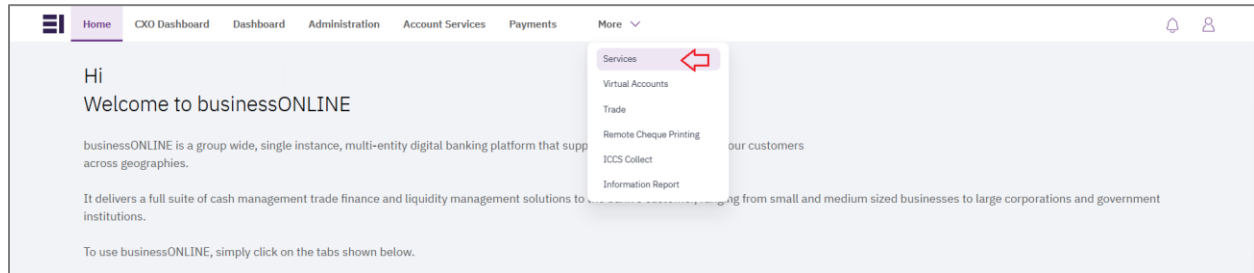


Special Cheque Book Issuance

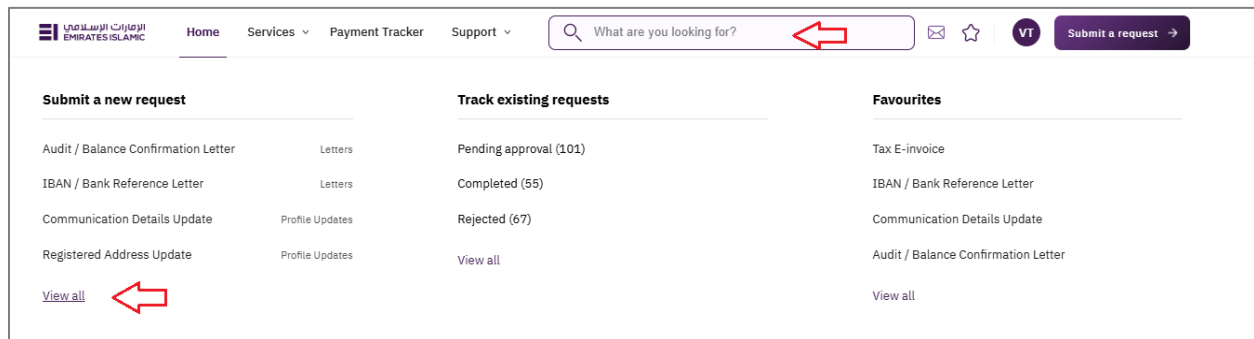


Log into **businessONLINE** to access a comprehensive suite of Instant Banking Service today!

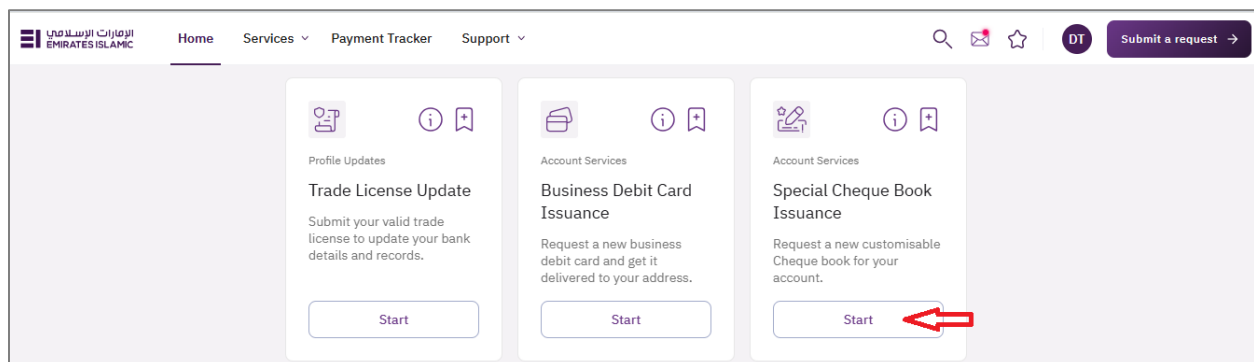
- Log in to BusinessONLINE
- Click 'Services' Tab



- In services page select 'Services' and click 'View All'.
- Alternatively, you may search in search bar for the services (IBAN, Trade License etc.)



- Click on start for 'Special Cheque Book Issuance.'



- Select the company 'CIF.'
- Select Account / Name printed on cheque book.
- Click on 'Submit'.

Your request has been submitted!

● Request initiated
 ● Pending approval
 ● In process
 ● Completed

Service summary

Service reference number	218935883716
Service request	Special Cheque Book Issuance
Submission date	06/12/2024 12:39
Selected CIF	DEMO ACCOUNT 2
Selected account	DEMO ACCOUNT 2
Name on chequebook	DEMO ACCOUNT 2
Number of chequebooks	10
Chequebook type	Book form type carbon copy without counterfoil
No of carbon copy	01
Recipient name	
Recipient mobile number	
ID type	Emirates ID
ID number	

[Go back to dashboard](#)

- In case of second approval required.
- Log in with authorizer in businessONLINE.
- Click 'Services', Click on 'Pending approval'
- Select the service and select 'Approve.'

The screenshot shows the businessONLINE dashboard. At the top, there is a navigation bar with 'Home', 'Services', 'Payment Tracker', and 'Support'. A search icon, a notification bell, a star, and a 'VT' button are also present. A 'Submit a request' button is in the top right. Below the navigation bar is a banner image of the Emirates Islamic building. Underneath the banner is a 'Welcome,' message and a status bar with tabs: 'For you (224)', 'Pending approval (101)', 'In process (1)', 'Draft (0)', 'Completed (55)', and 'Rejected (67)'. The 'Pending approval (101)' tab is highlighted with a red box. To the right, there is a 'Favourites' section with a 'Manage' link and four service cards: 'businessONLINE Maintenance', 'Tax E-invoice', 'IBAN / Bank Reference Letter', and 'Communication Details Update'.

- Open the service tab homepage – click on 'For you' tab.
- You can view the status of the request.
- Once bank process the request, status will get updated as 'completed.'

The screenshot shows the businessONLINE dashboard with the 'Pending approval (114)' tab selected. The status bar now shows 'For you (204)', 'Pending approval (114)', 'In process (0)', 'Draft (0)', 'Completed (41)', and 'Rejected (49)'. Below the status bar, a request card is displayed for 'Special Cheque Book Issuance' with ID '218935883716'. The card shows a 'Pending approval' status with a timestamp of '06/12/2024 | 12:39'. There are two buttons: a purple 'Approve' button and a white 'Reject' button. A red arrow points to the 'Approve' button. To the right, the 'Favourites' section shows a message: 'You have not added any favourite services yet' and a 'Manage' button.