

Custody User Guide



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Deposit into your FV Bank Custody account

Add new Beneficiaries

Verify the newly added beneficiary approval status

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Login to your FV Bank account



Visit <u>https://portal.fvbank.us/#/login</u> and enter credentials to login into your FV Bank business or individual account.

FV Bank		🗐 Language 👻	음+ Apply Online!	순 Login	
	Login You can login with your username and password User Login password Submit Forgot your password? Not a user yet? Register here.	ord			

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Once you are logged in into your account, click on **"Banking"** on the top right menu.





Click **"Custody Accounts"**, followed by **"Click to apply now"** under the currency of your choice.



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A new screen for opening an account for that specific digital asset will be displayed. Click on **"Apply Now"**





After you click on the "Apply Now" button, you must accept the Terms & Conditions. After reading the Custody Terms & Conditions, click on the checkbox and click **"Submit"** to agree and electronically sign.



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You will also be able to print the Terms & Conditions by clicking "Print" at the end of the displayed page.

terms of this Custody Agreement, FV Bank will not be responsible for any loss or damage suffered by you because of FV Bank performing such dutes unless the loss or damage results from an act of fraud, willful default, or gross negligence of FV Bank. FV Bank will not be responsible for the title, validity or genuineness of any of the Custodial Assets (or any evidence of title thereto) received or delivered by it pursuant to this Agreement.

- You agree that unless expressly provided for in this Custody Agreement, including as we may revise it from time to time, that we
 will not support any other functionality of Supported Assets, including, but not limited to, staking, providing liquidity for liquidity
 pools, governance, smart contract capabilities, and any other uses.
- 3. You acknowledge that in the event of a market disruption or other event, we may, in our sole discretion, suspend all access to our Custodial Services, and/or prevent you from initiating or completing any Custody Account Transactions via our Custody Portal. We are not liable to you for any losses you may suffer if we take such actions, including any losses incurred due to any ("as converted") price fluctuations in your Custodial Assets. You understand that when we resume Custodial Services, the "as converted" market price for your Custodial Asset may differ from the price for such assets before the market disruption or other event.
- FV Bank will keep timely and accurate records as to any Custodial Assets, including regarding the Delivery, Settlement, and withdrawal thereof.
- 5. You understand that we may perform any of our duties or obligations under this Custody Agreement through affiliates, vendors, subcontractors, or agents, on such terms and conditions as we, in our sole discretion, deem necessary or appropriate to perform such duties or obligations or liabilities.
- 6. You agree and understand that we are authorized to provide any information regarding any Custody Accounts or Custodial Assets that is required by us to operate your Custody Account with vendors and affiliates or any law, regulation, or rule now or hereafter in effect, or that may be requested by law enforcement or a governmental or regulatory agency. To the extent permitted by law, we may provide you with notice of any such request for information.
- 7. You agree and understand that we have no duties or responsibilities with respect to any Custody Account or Assets except such duties and responsibilities as are specifically set forth in this Custody Agreement, and no covenant or obligation shall be implied against us in connection with this Custody Agreement.

Your Obligations

- It is your sole responsibility to (i) determine whether, and to what extent, any taxes, assessments, duties, and other governmental charges apply to any deposits or withdrawals you conduct through the Custodial Services, and (ii) to pay the correct amounts, including any interest or penalty owed, to the proper authority. Your failure to do so constitutes a violation of this Custody Agreement.
- 2. You agree to promptly inform us if (i) you are the target of any laws administered by OFAC or any other governmental entity imposing economic sanctions; (ii) you are or become located, organized, or residuent in a country or territory that is, or whose government is, the target of sanctions imposed by OFAC or any other governmental entity with the authority to impose economic sanctions; or (iii) you become aware that you, any Asset, or any transaction or recipient in a transaction involving an Asset, are or become the target of any investigation. Your lailure to do so constitutes a violation of this Custody Agreement.

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Another way to accept and find all your T&C's



Visit <u>https://portal.fvbank.us/#/login</u> and enter credentials to login into your FV Bank business/individual account.

Login		
You can login with your username and passw	vord	
ک User		
A Login password		
Submit		
Forgot your password?		
Not a user yet? Register here.		

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Once you are logged into your account, click on your **"username"** on the top right corner.





Click on the **"Terms & Conditions"** button on the left side of the navigational panel.

FV Bank 🗛 Dashboard 🗂 Banking 😤 John Smith 🛆 🕞 My profile Two Factor Authentication 0 Group set Member Group Individual Personal Full name John Smith John Smith Login name & My profile **Registration date** 08-12-2022 Settings E-mail John.Smith@custodyuser.com Password Mobile phone +1 201-555-0546 E Terms and Conditions Financial transactions No enabled A Notifications Deposit Instructions You will receive your account information once your account has been approved.

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Step 4

In this section, you will be able to accept the Custody Terms & Conditions and you will also have access to your previously accepted T&C for different services. After reading the Custody Terms & Conditions, click on the box to agree and electronically sign. Click **"Save"** to submit.

FV Bank		Dashboard	Banking	≗ John Smith û
0	Accepted Terms and Conditi	ions		View history
Personal	These are the Terms and Conditions Optional Terms and Conditions Required Terms and Conditions	s you have accepted. Click on the Terms a	nd Conditions name for	more details.
 ∠ My profile (5) Settings ∞ Password 		Deposit Terms and Conditions Online Banking Terms and Condition Privacy Policy Standard Fees	ns	
E Terms and Conditions				Save

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View Accepted Terms & Conditions



To access the history of your previously signed terms and conditions, click on **"View History"**

FV Bank		Dashboard	Banking	ి Custody Test గ్లే 🕞
2	Accepted Terms and Condition	ONS s you have accepted. Click on the Terr	ns and Conditions na	View history ame for more details.
Personal	Optional Terms and Conditions	Custody		
My profile Settings Password Terms and Conditions	Required Terms and Conditions	Circle Deposit Terms and Conditions Online Banking Terms and Conc Privacy Policy Standard Fees	litions	
Notifications				

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Step 2

To review a specific agreement you have previously signed, click on the **magnifying glass**. The posted date is the date in which you accepted the terms and conditions.

FV Bank		음 Dashboard 🗂 Banking _ 은	g John Smith 🛕 🕞
0	← Terms and Condition	ns history	
Dereenel	Posted Date	Terms and Conditions	
Personal	09-21-2022 09:52 AM	Online Banking Terms and Conditions	Q
 My profile Settings 	09-21-2022 09:52 AM	Deposit Terms and Conditions	Q
C Password	09-21-2022 09:52 AM	Circle	Q
 Terms and Conditions Notifications 	08-12-2022 03:14 AM	Custody	Q
	08-12-2022 03:08 AM	Standard Fees	Q
	08-12-2022 03:08 AM	Privacy Policy	Q
	08-12-2022 03:08 AM	Online Banking Terms and Conditions	Q
	08-12-2022 03:08 AM	Deposit Terms and Conditions	Q

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Enable Two Factor Authentication

Please enable the two-factor authentication on your account in order to apply for a Custody Account.



Once you are logged in, click on your "username" in the top right corner.

FV Bank	B Dasht	board 🗂 Bankir	ng L	John Smith	¢ I
Quick access	Account (BTC)			2	Q Viev
FVNet Payment Bank Transfer	0 Oct Sep	Balance \$0.1	29187058 Jul	Jun	May
	Recent Transactions	s FV Bank (Bi	rc)	B0.2	9000000
	10-13-2022	FV Bank (BT	rc)	B0.0	0050000
	10-13-2022	FV Bank (B)	FC)	B0.0	005000

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Click on **"Two Factor Authentication"** in the top right corner of your profile dashboard.

FV Bank		器 Dashboard
0	My profile	Two Factor Authentication
9	Group set	Member
Personal	Group	Individual
	Full name	John Smith
& My profile	Login name	John Smith
Cottings	Registration date	08-12-2022
Settings	E-mail	John.Smith@custodyuser.com
Password	Mobile phone	+ 1 201-555-0546
Terms and Conditions	Financial transactions enabled	No
La Notifications	Deposit Instructions	You will receive your account information once your account has been approved.
	Account Number	1000012345
	Is Two Factor Authentication Enabled	No
	KYC Status	Completed
	Details	
	Nationality	United States of America (USA)
	Purpose of account	Personal Banking

The screen will show the link to set up the two-factor authentication using Google Authenticator.

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Follow the setup instructions displayed on the screen, then click on "Verify"





Enter the code generated by the Google Authenticator and click on "Enable 2FA"

← Verify		
Enter Generated Code *		

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Apply for a Custody Account

Step 1

Once you are logged in, click on **"Custody Accounts"** on your left navigation bar. Choose the digital currency you want to request an account for, and select **"Click to apply now"**

FV Bank		BB Dat	shboard 🗂 Banking	│ 온 John Smith ậ
	Custody Account	ts		
	Asset	Address	Balance	QR Code
Banking	Bitcoin (BTC)	Click to apply now		
Account (USD)				
FVNet Payment				
➡ Transfer				
Payment authorizations				
Beneficiaries (Banking) Custody Accounts				

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Confirm the selected currency by clicking on the **"Apply Now"** button in the top right of the displayed screen.

\leftarrow	Open Bitcoin (BTC) Account	Apply Now
By clic	king on "Apply Now", you are requesting a new custody account for Bitcoin (BT	C). Upon application, your application will
be revi	iewed and upon successful review, the account will be issued to you.	



Once your Custody Account has been approved, it will appear on your left navigation bar under Custody Accounts.

	Custody Acco	unts		
Banking	Asset	Address	Balance	QR Code
Danking	Custody (BTC)	tb1qh68c98cnu22q5p9r2pcq7zcd5vs5nl9jt7mwdz	0.01689378	Click to View
Account (USD)				
FVNet Payment				
🗃 Transfer				
Payment authorizations				
Custody Accounts				

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Obtain your Digital Asset Deposit Address

Once you are logged in, click on **"Custody Accounts"** on your left navigation bar. Tap on **"Click to view"** to see the QR code for your deposit address.

	Custody Acco	unts		
Banking	Asset	Address	Balance	QR Code
Dunking	Custody (BTC)	tb1qh68c98cnu22q5p9r2pcq7zcd5vs5nl9jt7mwdz	0.01689378	Click to View
Account (USD)				
FVNet Payment				
→ Transfer				
Payment authorizations				
Custody Accounts				

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Deposit into your I	FV	Bank
Custody account		

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Deposit into your FV Bank Custody account

Copy the digital asset's **deposit address** and provide it to the sender. You will be able to receive deposits using this account address.

In this screen you will also be able to see your account history, and download statements.

	← Custody (BTC) Details	C Account History
Banking		
 Account (USD) ➡ FVNet Payment ➡ Transfer ➡ Payment authorizations ➡ Custody Accounts 		
	Address: tb1qzrc2v2c4356v39u4c62k6l6wayu4hte8dwv Balance: 0.00751196 BTC (\$123.20)	с71 (^с) Сору

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Add new Beneficiaries



Once you are logged in, click on **"Transfer"** on your left navigation bar. This screen shows you a list of your already approved beneficiaries as you add them. Click on the **"Add new"** button on the top right corner.

	Transfer - Select Beneficiary		+ Add new
	Keywords	Beneficiary Status	No options selected 🗢
Banking	Beneficiary Type	Beneficiary Name	
Account (USD)	Email		
FVNet Payment			
Payment authorizations	No results match the search criteria		
Custody Accounts			

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After clicking on Add new, choose the beneficiary type, write the name, email, and address of the beneficiary and click **"Save"**

	\leftarrow Create new Beneficiary	
Banking	Fields Beneficiary Type *	÷
 Account (USD) FVNet Payment Transfer Payment authorizations Custody Accounts 	First Name * Last Name * Email *	Individual Business
	Address Information	
	City * Postal Code *	
	Country *	\$
		Save

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Your beneficiary has been created successfully. Click on the arrow in the top left to go back to the previous screen and add the beneficiary payment instructions.

	← Alice Smith – (alice	Alice Smith – (alice.smith+1@gmail.com) details			
Banking	Creation date Created by	11-14-2022 06:51 AM 은 John Smith			
 Account (USD) FVNet Payment Transfer Payment authorizations Custody Accounts 	Fields Beneficiary Type Beneficiary Name First Name Last Name Email Beneficiary Status	Individual Alice Smith Alice Smith Alice.smith+1@gmail.com Active			
	Address Information Address City Postal Code Country	3164 Marietta Street Atlanta 30370 United States of America			

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Click on **"Select"** button on the right side of your added beneficiary to add the beneficiary payment information.

	Transfer - Select Beneficia	Transfer - Select Beneficiary				
	Keywords		Beneficiary Status	No options selected	¢	
Banking	Beneficiary Type		Beneficiary Name			
Account (USD)	Email					
FVNet Payment						
→ Transfer	Beneficiary	Туре	Country	Status	Action	
Payment authorizations Custody Accounts	Alice Smith alice.smith+1@gmail.com	Individual	United States of America	Active	Select	



This screen shows you a list of already added beneficiary's payment information. Click on **"Add new"** button on the top right corner to add a new payment instrument of the beneficiary.

	← Beneficiary Payment Instruments
Banking	From Account Name Payment Instrument Status Active, Failed, Invalid, Rejected, ¢
Account (USD) FVNet Payment	No results match the search criteria
 Transfer Payment authorizations Custody Accounts 	

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Step 5

Select the type of asset you want to transfer in the destination currency and enter a nickname, the wallet destination address, and click **"Save"**

	\leftarrow Create new Benefici	ary Payment Instrument	
	Destination Currency *	1	÷
Banking	Nickname *	USD	
Account (USD)		510	
FVNet Payment			
🕣 Transfer			
Payment authorizations			
Custody Accounts			

	$\leftarrow \text{Create new Custody}$	
	Destination Currency *	BTC \$
Banking	Payment Type *	Withdraw (BTC) \$
Account (USD)	Nickname *	Alice
FVNet Payment	Address *	tb1qzrc2v2c4356v39u4c62k6l6wayu4hte8dwvc7l
Transfer	Asset *	Bitcoin
 Payment authorizations Custody Accounts 		Save

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Verify the newly added beneficiary approval status

Every time you add a new beneficiary, it will go through a screening. If the Beneficiary is not shown as active after clicking on Save, you can refresh the page to check the status of the beneficiary.

	← Ben	eficiary Pay	ment Instrumen	ts			+ Add new
Banking	From Ac	xcount Name yment	ve Failed Invalid Re	elected	Nicl	kname	
Account (USD) FVNet Payment	Instrument S	From Account	Destination	Payment	Status	Account	Action
Transfer Payment authorizations	Alice	Custody (BTC)	BTC	Withdraw (BTC)	Requested	tb1qzrc2v2c4356v39u4 c62k6l6wayu4hte8dwvc 7l	Make Transfer

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	← Beneficiary Payment Ins	Ø E	
	Disable for Transactions		
Banking	Creation date	11-14-2022 03:20 AM	
	Created by	🔗 John Smith	
→ FVNet Payment	Last modified at	11-14-2022 03:21 AM	
→ Transfer	Fields		
Payment authorizations	Beneficiary	Alice Smith - (alice.smith+1@gmail.com)	
Custody Accounts	From Account Name	Custody (BTC)	
	Payment Type	Withdraw (BTC)	
	Nickname	Alice	
	Supported Currencies	BTC	
	Beneficiary Payment Instrument Detail	Bitcoin_tb1qzrc2v2c4356v39u4c62k6l6wayu4hte8dwvc7l	
	Payment Instrument Status	Active	

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Process a withdrawal with existing beneficiaries

Once a Beneficiary has been cleared, it will appear as "Active" in your account.



Click on **"Transfer"** on your left navigation bar to see the list of your already added beneficiaries. Click on the **"Select"** button on the right side of your added beneficiary to view the beneficiary's payment information.

	Transfer - Select Beneficiary				
Banking	Keywords Beneficiary Type		Beneficiary Status Beneficiary Name	No options selected	•
Account (USD)	Email				
→ Transfer	Beneficiary	Туре	Country	Status	Action
 Payment authorizations Custody Accounts 	Alice Smith alice.smith+1@gmail.com	Individual	United States of Americ	ca Active	Select
	Alison Burgers alison.burgers+1@gmail.com	Individual	United States of Americ	ca Active	Select

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This screen will show you the payment information of the beneficiary. Click on **"Make Transfer"** and enter the amount you want to withdraw, add a description for the transaction and click **"Next"**

Banking	← Bene	← Beneficiary Payment Instruments					+ Add new
	From Acc N Payl	count lame ment	in Failed Invalid De	iostad A	N	ickname	
Account (USD) Vivet Payment Transfer Payment authorizations	Instrument S	tatus	re, Failed, Invalid, Re	ected, ÷			
	Nickname	From Account	Destination Currency	Payment Type	Status	Account	Action
	Alice	Custody (BTC)	BTC	Withdraw (BTC)	Active	tb1qzrc2v2c4356v39u4c6 2k6l6wayu4hte8dwvc7l	Make Transfer
Custody Accounts							

	← Transfer	← Transfer					
Banking	Balance Amount *	0.29187058 \$5,725.82 0.28000000 \$5,363.78					
Account (USD)	Source Wallet *	BTC_tb1qh68c98cnu22q5p9r2pcq7zcd5vs5nl9jt7mwdz					
FVNet Payment	Destination Wallet (Beneficiary) *	Bitcoin_tb1qzrc2v2c4356v39u4c62k6l6wayu4hte8dwvc7l					
 Transfer Payment authorizations 	Description *	Gift for my Added Beneficiary					
Custody Accounts		Next					

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The system will present you with a preview of your withdrawal. Review that all the information is correct before clicking on **"Submit"** to proceed with the transaction.

Important Note: Once you click "Submit" the withdrawal cannot be reversed.

	← Preview Payment					
Banking	From To Description Withdrawal amount	tb1qhhkpwr44fp2ryz6ktqc0mz2l8hrzskvs580xkg tb1qzrc2v2c4356v39u4c62k616wayu4hte8dwvc71 Gift for My Added Beneficiary 0.28000000				
 Account (USD) FVNet Payment Bank Transfer Payment authorizations Custody Accounts 	Estimated withdrawal fee Estimated total amount Account balance before withdrawal Account balance after withdrawal	0.00023910 0.28023910 0.29187058 0.01163148				
	Please note that the estimated fee	may vary when the transaction is being reviewed and authorized				

Once you submit your withdrawal the system will assign a transaction number and will let you know that the transaction was posted for authorization.

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Withdrawal Approval Notification

While your transaction is awaiting approval, the funds that total the amount to be withdrawn plus fees are reserved in the account. Before your withdrawal is approved, you will be able to see your reserved amount, your balance, and available balance in your account, in the Account History section.

Once your withdrawal has been approved, you will receive a notification in the notification panel. You will be able to open your notifications by clicking on the **bell icon.**

FV Bank	器 Dashboard Banking _ 온 John Smith _ 우 子	
Banking	Account (BTC) - 057324499 🍞 Show filters 🞍 Download 🕈	
	Balance B0.29187058 Available balance B0.01163148 Reserved amount B0.28023910	
Account (USD) FVNet Payment Transfer Payment authorizations Custody Accounts	Posted Date From / To Description Transaction Hash	Amount
	10-14- 2022 tb1qk9829wvzrsm9k4tk39z89y7lsy4w4df4vmumw2 427f77932a081a516a29daeab3be9916b7e533e163d3e42727c59fe21ba2b0b1 B+0.2	29000000
	10-13- 2022 tb1qk9829wzrsm9k4tk39z89y7lsy4w4df4vmumw2 06cd1d8d94cc332fcfdc5e4c6eba7e4dd4a389bec2039be3848e0f30d510401a B+0.0	00050000

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Apply for a Custody Account Obtain your Digital Asset Deposit Address

Deposit into your FV Bank Custody account

Add new Beneficiaries

Verify the newly added beneficiary approval status

Process a withdrawal with existing beneficiaries

Withdrawal Approval Notification

View Account History and Bank Statements



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The page will display your new and already seen notifications. To return to your balance information, click on **"Banking"**

FV Bank		器 Dashboard 🗂 Banking 온 John Smith	₽₿			
Personal Personal My profile Settings Password Terms and Conditions	Notifications Mark all as read Unread only	Notification :	settings			
	Posted Date	Message				
	03:02 PM	A payment with transaction # (FVT00000006830BTC) for B 0.28000000 has been authorized by our compliance team for processing.				
La rouncators	09:58 AM	FVT00000006818BTC. Your new balance is B 0.29187058. You have received a deposit of B 0.00050000 with transaction number				
	10-13-2022 11:34 AM	You have received a deposit of B 0.00050000 with transaction number FVT00000006803BTC. Your new balance is B 0.00137058.	Û			
	() 10-12-2022 01:11 PM	A payment with transaction # (FVT00000006794BTC) for B 0.00010000 has been authorized by our compliance team for processing.	Ĩ			
	02:52 PM	You have received a deposit of B 0.00050000 with transaction number FVT000000006744BTC. Your new balance is B 0.00118000.	Ĩ			
	02:52 PM	You have received a deposit of B 0.00068000 with transaction number FVT000000006743BTC. Your new balance is B 0.00068000.	Ĩ			

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View Account History and Bank Statements

To access your account history, navigate to your custody account and click on the **"Account History"** button. It will display the history of your digital asset transactions.



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In this screen you will be able to see all your transactions. To select a specific period, click the **"Show filters"** button.

🗗 FV Bank		B Dashboard	Bankin	9 🛛 🛎 John Smith 🗘 🕞		
Banking	← Accour	nt (BTC) - 057324499 actions		∑ Show filters 🕹 Download ♥		
	Balance	B0.01163148				
Account (USD) FVNet Payment Transfer Payment authorizations Custody Accounts	Posted Date	From / To	Description	Transaction Hash		Amount
	10-17- 2022	Fee Account (BTC)	Gift for My Added			B-0.00023910
	10-17- 2022	My Added Beneficiary	Gift for My Added	5b42846412e0994701a6c4aa85dfd68dd	5d43087a77b1f6f2401e21c092bb8ea7	B-0.28000000
	10-14- 2022	tb1qk9829wvzrsm9k4tk39z89y7lsy4w4df4vmumw2		427f77932a081a516a29daeab3be9916t	o7e533e163d3e42727c59fe21ba2b0b1	B+0.29000000
	10-13- 2022	tb1qk9829wvzrsm9k4tk39z89y7lsy4w4df4vmumw2		06cd1d8d94cc332fcfdc5e4c6eba7e4dd	4a389bec2039be3848e0f30d510401a	B+0.00050000

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Select a specific period for transactions to be shown on the screen by clicking on the "Period" dropdown menu. By choosing other, you can specify the exact dates you want for your statement or for your transaction reports.

FV Bank		88	Dashboard 🗂 Bankir	g S	John Smith 🗘 🕞		
Banking	← Account	(BTC) - 057324499			ی Download ¢ Statement		
	Period	October, 2022 \$]	Comma Separated Excel B 0.00000000 Not applied e Date (newest first)			
Account (USD)	From amount	Last 12 months October, 2022	To amount				
FVNet Payment Transfer	Description Augus 2022	August, 2022 2022	Payment type				
Payment authorizations Custody Accounts	User Transaction Hash	User 2021 2020	number				
			9				
	Balance on 10-01 Total received	B0.29218000	Balance on 10-31-2022 Total paid	B-0.2805	148 4852		
	Posted Date	From / To	Description	Transaction Ha	ish		Amount
	10-17- 2022	Fee Account (BTC)	Gift for My Added				B-0.00023910
	10-17- 2022	My Added Beneficiary	Gift for My Added	5b42846412e0	994701a6c4aa85dfd68d6	d43087a77b1f6f2401e21c092bb8ea7	B-0.28000000
	10-14- 2022	tb1qk9829wvzrsm9k4tk39z89y7lsy4w4df4vmumw2		427f77932a081a516a29daeab3be9916b7e533e163d3e42727c59fe21ba2b0b1		7e533e163d3e42727c59fe21ba2b0b1	B+0.29000000
	10-13- 2022	tb1qk9829wvzrsm9k4tk39z89y7lsy4w4	df4vmumw2	06cd1d8d94cc	332fcfdc5e4c6eba7e4dd4	a389bec2039be3848e0f30d510401a	B+0.00050000

To download a statement, select "Statement" after clicking the **"Download"** button. Statement is available in PDF format. The account history is available to download in Excel or CSV (Comma Separated).