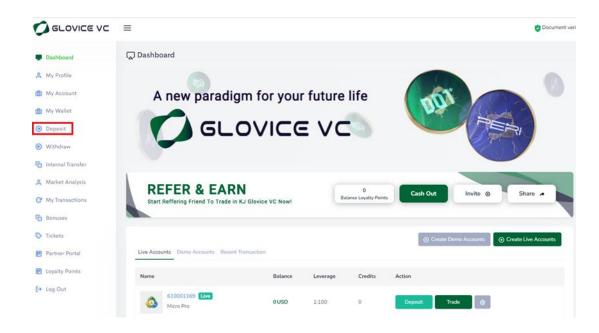


Manual
of
Deposit &
Withdrawal
(Help2pay)

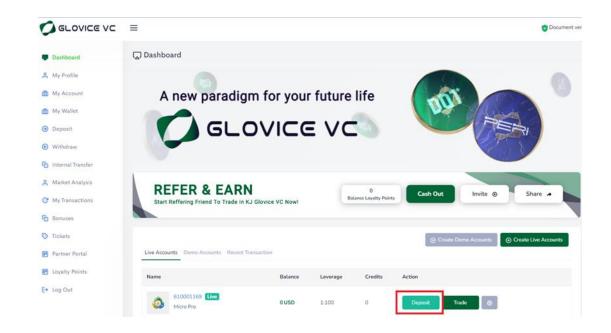


## I. Deposit

1. Please enter Glovice VC's Client portal. To enter the deposit page, please click "Deposit" in the menu bar.

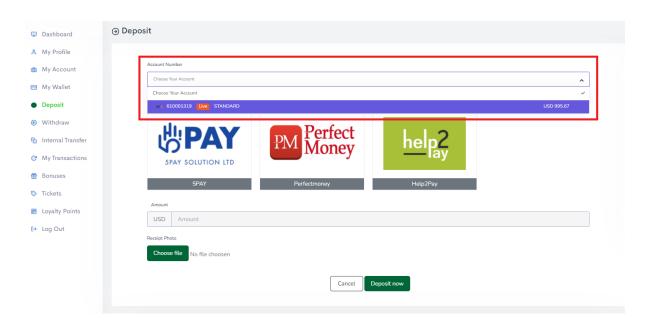


\* You can also enter the deposit page by clicking the "Deposit" button on the right side of each MT4 account in Dashboard.

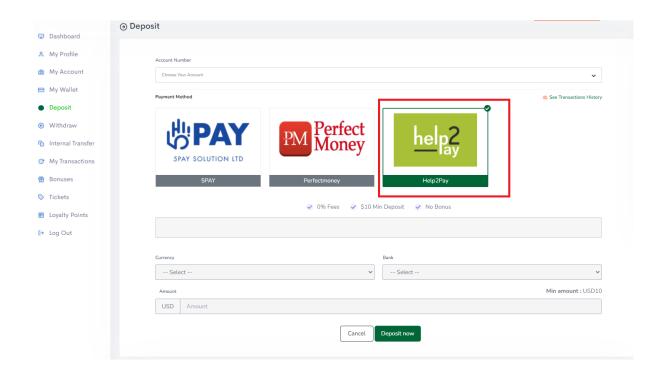




2. After clicking the "Deposit" button, you will be guided to the Deposit page. Please choose which MT4 account you would like to deposit to.

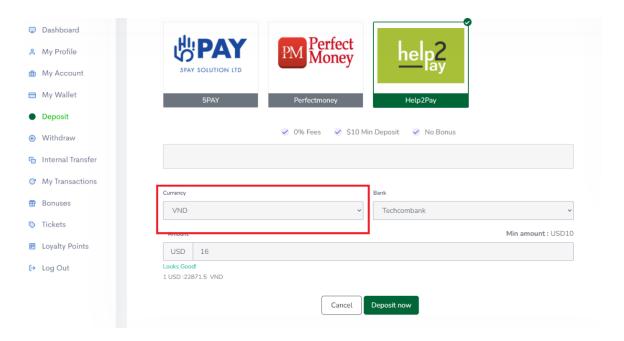


3. After choosing the MT4 account number, you can choose the payment methods. Please click on the Help2pay logo here.

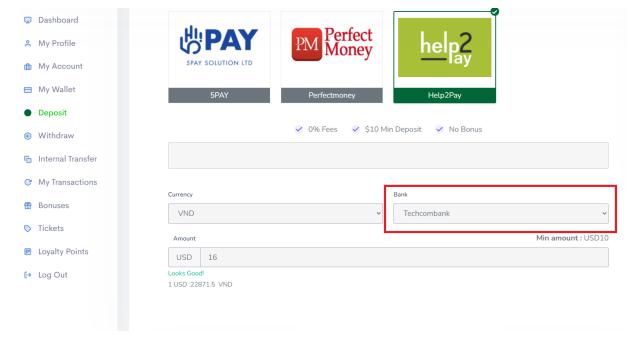




4. In this step you will need to choose the currency you would like to deposit. Therefore, please click and choose "VND" for Currency.

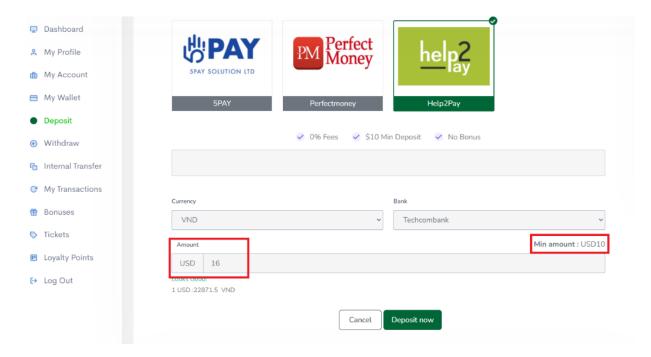


5. After choosing your currency, please choose your Bank.

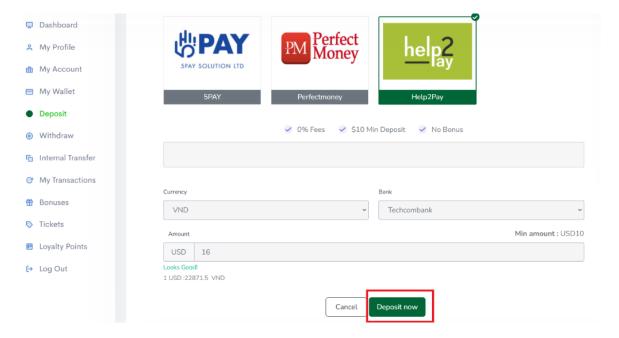




6. Enter the deposit amount in the "Amount." Please be aware that the minimum amount should be over the "Min Amount" on the right side.

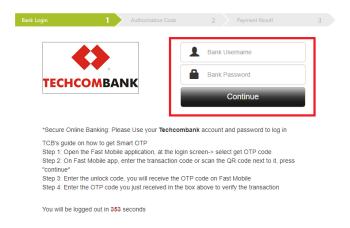


7. After that, click the "Deposit now" button. Then you will be redirected to Help2pay portal.

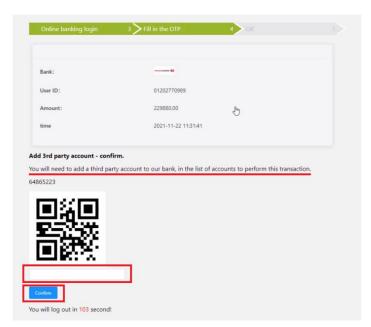




8. After being redirected to the Help2pay portal please enter your Username, Password, and click "Continue".



- 11. Once you log in successfully, you will need to confirm your account by keying in the OTP code in your bank application.
- \*(You will receive the OTP code when you successfully log in to your bank account in the last step)



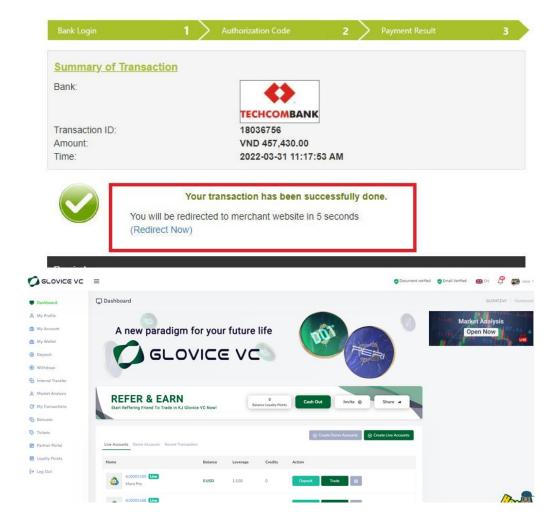
Therefore, please go to your bank application and key in the OTP code in the blank area.



Sometimes you will need to use the scan function in your bank application to scan the QR code down below to get the OTP code, which depends on the policy of the bank.

Here are the banks that will need you to scan the QR code: MB Bank, HDBank, TPBank, Vietcombank

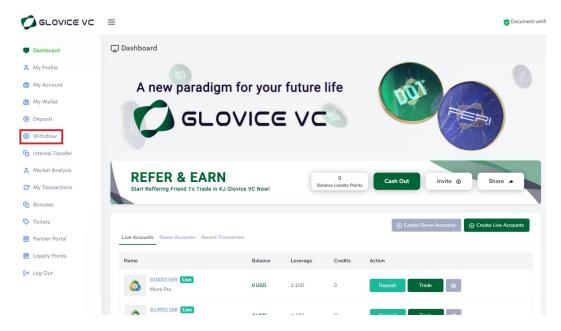
12. When the OTP code is verified, you will be able to see the "Successful payment" page. After 5 seconds you will be redirected to Glovice VC's page. It would be the end of the payment procedures.



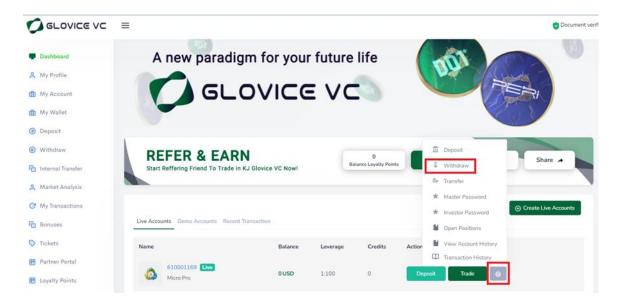


## I. Withdrawal

1. Please enter Glovice VC's Client portal. To enter the withdraw page, please click the "Withdraw" in the menu bar.

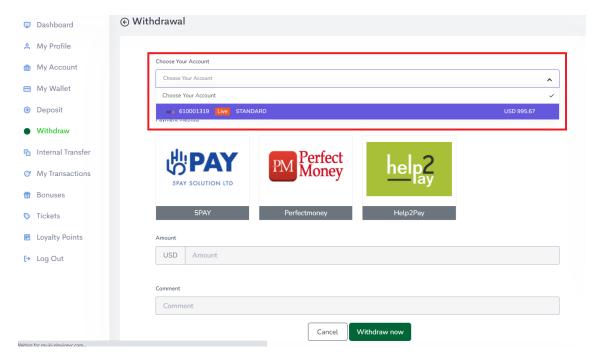


\* You can also enter the Withdraw page by clicking the gear wheel icon on the right side of each MT4 account in Dashboard.

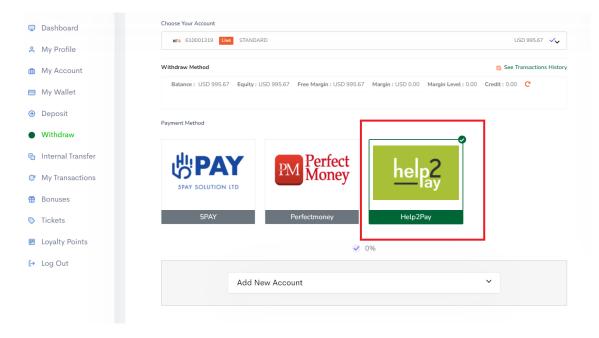




2. After clicking the "Withdraw" button, you will be guided to the Withdraw page. Please choose which MT4 account you would like to withdraw from.

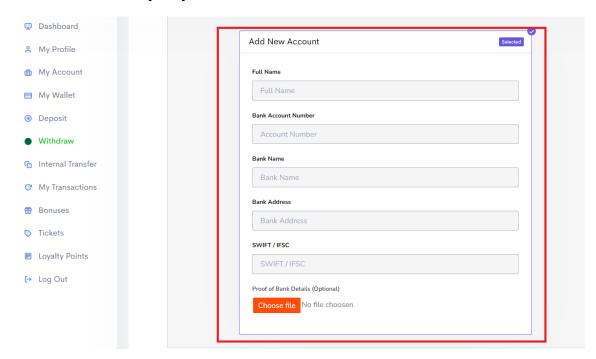


3. After choosing the MT4 account number, you can choose the payment methods. Please click on Help2pay logo here.





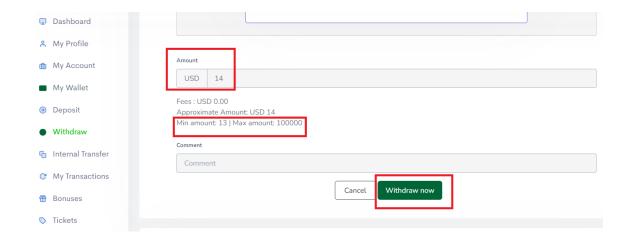
4. In this step you will need to fill in your full name, bank account number, bank name, bank address, and SWIFT code so that we can withdraw and transfer the money to your bank account.



5. Enter the withdrawal amount in the "Amount."

Please be acknowledged that the minimum amount should be over the "Min Amount" and lower than the "Max Amount".

After filling in all the necessary information, you can click the "Withdraw now" button.





6. If the withdrawal request is successful, you can see the popup message down below. This is the end of Withdrawal procedures.

Once Glovice VC approves your withdrawal request, you will receive the withdrawal in your bank account. Until then you can your transaction status under "Account history".

