

How to link Linking A Company Account/ Cash Online Account/ CBD Credit card with CBDIB Profile

- 1- Open iBusiness through <u>www.cbd.ae</u>.
- 2- Enter your iBusiness Admin User ID.
- 3- Enter the PIN(4 digits) + TOKEN (6 digits number displayed on the user device)
- 4- Click on Login Button

بنك دبي النجاري Commercial Bank of Dubai		♥ Location
iBusiness		
Login	New User? Frequently Asked Questions	this we
PIN+Token	Login Trouble	
	Contact Us	

- 5- Click on **Services** tab at the top menu.
- 6- Click on **E-Forms** menu on left side menu.
- 7- Choose iBusiness under **Product***.
- 8- Choose Amendment Form under Service*.
- 9- Choose Add/Modify Accounts under Request*.
- 10- Choose the Charge Account.

Users & Roles Management Account Setup		Bulk Manaç	ement	Queue	Reports	Services
iBusiness	A Services > E-Requests					
04-08-2020 17:13:47 GMT +0530	Product Name *	iBusiness	~			
Complaint Management	Service *	Amendment Form	~			
E-Forms	Request *	Add/ Modify accounts	~			
PCM Products						
Value Added Tax (VAT)	Charge Account *	1002382594 AED CBD PC	м 🖌			
Customer Profile		AVI. Bal 0.00 AED				

- 11- Scroll down at the Bottom of page, Click on green color '+' sign below the Add New Account(s).
- 12- A Box appears to enter the Account/Card/Cash Online account number.
- 13- Enter Account/Card/Cash Online account number in the box and checked the check box on right side.



14- Accept Terms and Conditions and click on "INITIATE" button.

Complaint Management		
E-Forms	Add Account(s)	\$
PCM Products	Delink Account(s)	¢
Value Added Tax (VAT)	Add New Account(s)	
Customer Profile	Account Number	\odot
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	* Indicates mandatory fields Accept Terms and Conditions	
÷		INITIATE

15- By clicking the "INITIATE" button, you will be navigated to the pre-confirmation screen to review the request details. Click on **CONFIRM** button.

Users & Roles Mana	gement	Account	t Setup	Bulk Management	Queue	Reports	Services
iBusiness 04-08-2020 17:13:47 GMT +053	0 Prod	uct Name	iBusiness	it Form			
Complaint Management	Requ	lest	Add/ Modif	y accounts			
E-Forms	Char	ge Account	100238259	14			
PCM Products			000 004	Task Dusing a 4			
Value Added Tax (VAT)		unt rite	CBD PCM	Test Business T			
Customer Profile	Acco	unt Currency	AED				
	New	Accounts					
		Account	t Number				
		100128	9562				
						BACK	CONFIRM

- 16- System will navigate to the RSA token screen where you can enter the token code (PIN + 6 digits number displayed on the device).
- 17- Click on **SUBMIT** button to complete the action.

Users & Roles Management		Account Setup	Bulk Management	Queue	Reports	Services
iBusiness 04-08-2020 17:13:47 GMT +0530	A > Please e	E-Requests > Authenticate Add/N	Iodify Account Verification			
Complaint Management	RS	A Token *				
PCM Products	* in	dicates mandatory fields.				SUBMIT
Value Added Tax (VAT)						
Customer Profile						