## How to... Sign in

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## CloseNet®

1. Go to <u>www.closenet.co.uk</u>	
supplied via email and click Login.	Close Brothers
	CloseNet - Login
	Username
	Password
	<b>8</b> •
	Login
2. If you have just one agreement with us, you will	Close Brothers
be taken to your availability page.	Image: Selected Client       Image: Selected Client <t< td=""></t<>
	Agreement Type: Recourse CHOCS  Agreement Summary Movements In-Payment Enquiry Out-Payment Enquiry Ageing Statistics Snapshot
	Debtors Request Funds X Top 10 Debtors X
	Available Funds 307,850.03 GBP Account Gross Debtors
	Leager Payment Type CHAPS GBP V
	Payment Recipient Main Account V
	Data Exchange Amount Requested 307,850.03 GBP
	Priority payment requests received by 10:00 are sent before 11:00 and come with
	CHAPS can be requested up to 14:00 and
	BACS payments can be requested up to 14:30. All payments are subject to
	Administration
	Add Payment Details Request Funds
	() Display Legend

**3.** If you have multiple agreements, a summary page will load. Click on an agreement to view it.

Agreement			Agreement Reference			
A Client Ltd				0000012/003 GBP		
Aggregation						
<u>A Client Ltd</u> Non Recourse Factor	ring		0000012/001 GBP			
A Client Ltd Non Recourse Factor	ring			0000012/002 EUR		
Selected Client	1					
A Client Ltd - 0000	012/001 GBP				~	
Agreement Type: Non Recours	e Factoring					
Agreement Summary	Movements	In-Payment Enquiry	Out-Payment Enquiry	Ageing Statistic	cs Snapshot	
Request Funds				Top 10 Debtors		
Available Funds		10,732.86 GBP	Account Grees Debter			
Aggregated Available Fu	nds		18,980.06 GBP	Gross Debtor	rs	•
Payment Type	Take on BACS	GBP 🗸				
Payment Recipient	Main					
Amount Requested		10,732.86 GBP				
	Priority pa	wment requests received by				
	10:00 are sent	before 11:00 and come with				
	an additional	charge. Same day payments				
	BACS paym	e requested up to 14:00 and ents can be requested up to				
	14:30	All payments are subject to				
		approval.				
		Add Payment Detail	s Request Funds			
Movements & DSO						
50			25k			
			A-0713	<ul> <li>Display Legend</li> </ul>		
40		1	204	Main Balances		
40			ZUK	Available Funds		
20			Mov	Sales Ledger		

**4.** Click on the Home icon to return to the list.

