

**GETTING STARTED**


# Evolve Bank and Trust / Community Federal Savings Bank

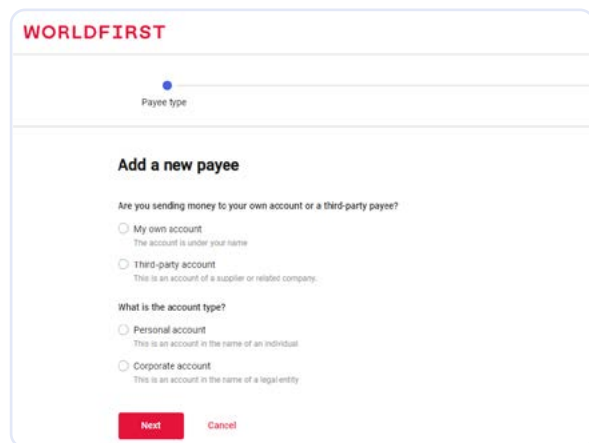
## How to set up a payee online

In line with financial regulatory compliance and the differing interpretation of guidelines provided by individual banking institutions, we are required to provide guidance on how to set up payees that bank with **Evolve Bank and Trust (EBT)** or the **Community Federal Savings Bank (CFSB)**.

Although making USD payments with many US banks is typically straight forward, there are some specific steps that are required for EBT and CFSB when setting up payees using their services.

These steps are outlined below:

1	Payee Name	this must match the name on the bank statement of the account holder in full
2	Payee Address	must match the trading address on the bank statement of the account holder in full
3	Bank Name	must be <b>"Evolve Bank and Trust"</b> or <b>"Community Federal Savings Bank"</b>
4	Payee Account Number	16-digit account number for EBT 10- or 12-digit account number for CFSB
5	ABA Number	9-digit ABA number including the first "0" <b>must be included</b> EVOVUS42XXX or CMFGUS33XXX.
6	Exclude/Omit BIC code	 <b>Please note:</b> Payments using these codes are all being rejected by the banks and need to be removed/omitted
7	All payments must be made in USD (US Dollars)	





**Examples of how the payee will look once entered are below:**

<b>Account Holder:</b>	ABC Trading Corp LLC	ABC Trading Corp LLC
<b>Bank Name:</b>	Evolve Bank and Trust	Community Federal Savings Bank
<b>Account Number:</b>	1234567891234567	1234567890 or 123456789012
<b>ABA Number:</b>	012345678	012345678
<b>BIC:</b>	BLANK	BLANK

Should you have any questions on this process or require any help arranging your payments to beneficiaries using Evolve or CFSB please feel free to contact any member of the UK Middle Office team on the below details.

**UK Middle Office**

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