

# BSP INTERNET BANKING

## Quick Reference Guide

### DELETE A PAYEE



## Quick Reference Guide: Delete a Payee



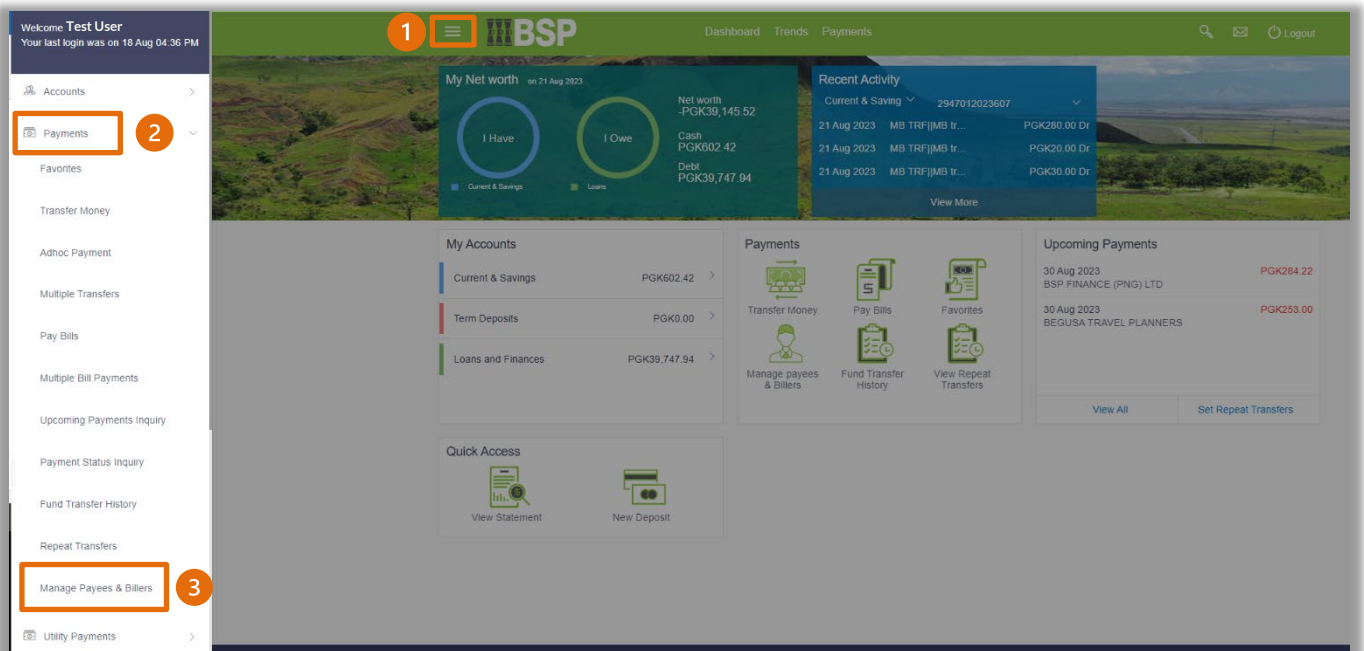
### Use this Quick Reference Guide to:

Learn how to delete a Payee.

### Delete a Payee

Use the **View/Edit Payee function** to Delete a Payee.

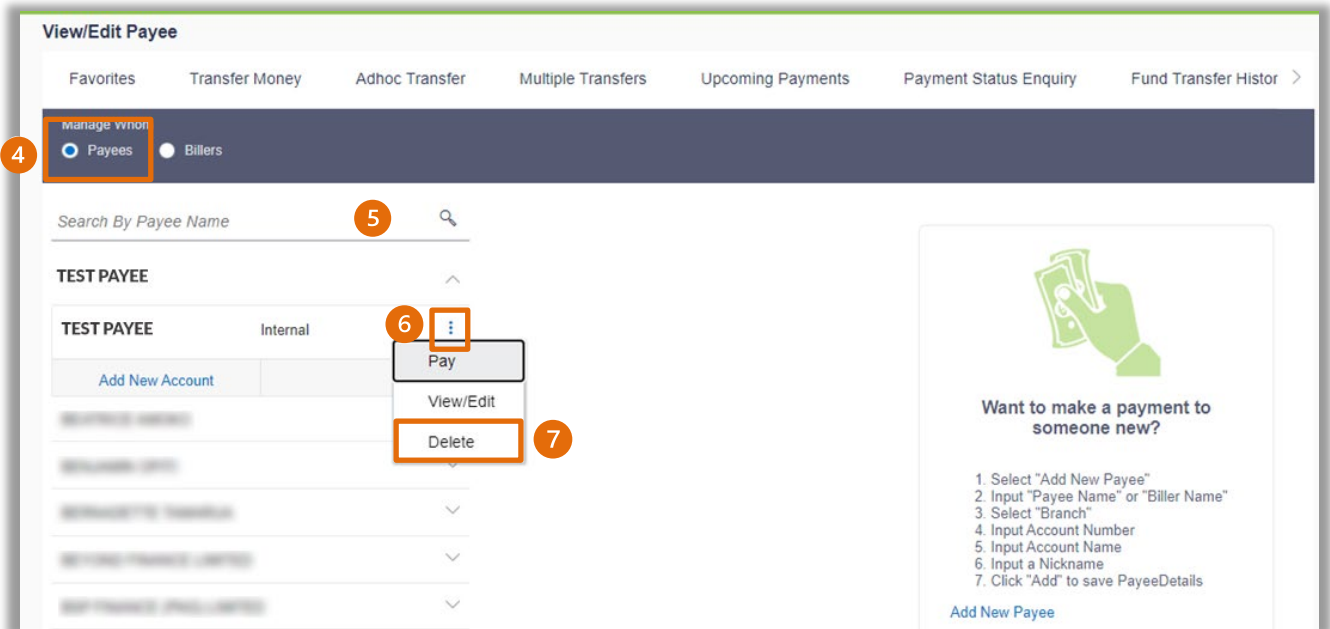
1. Click the **three bars** to open the toggle menu in the BSP Internet Banking Dashboard
2. Select **Payments**
3. Select **Manage Payees & Billers**



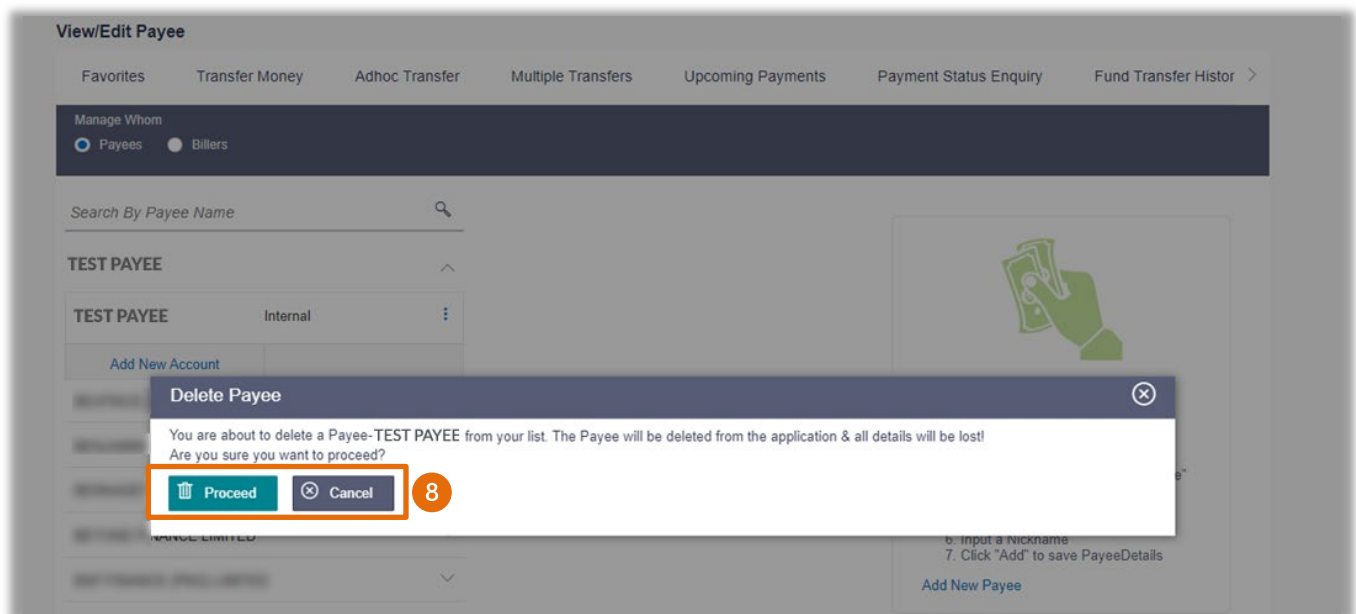
## Quick Reference Guide: Delete a Payee

You're now on the View/Edit Payee page. Follow these steps to delete a Payee.

4. Select **Payees**
5. Search for or use the **drop-down** menu to select the **Payee** you want to edit
6. Click the **three-dots** to open the toggle menu
7. Select **Delete**




8. If the Payee details are correct, select Proceed to delete the Payee, or Cancel



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### Delete Payee


 Payee has been deleted.  
Reference Number 2023233322316035

Account Type Internal	Account Number 0000111122220
Account Name TEST PAYEE	

What would you like to do next?



[Go To Dashboard](#)



[More Payment Options](#)

### Additional Support

Please contact the BSP Customer Call Centre:

**Phone:** (+675) 320 1212 or 7030 1212

**Email:** [servicebsp@bsp.com.pg](mailto:servicebsp@bsp.com.pg)

### Disclaimer

The accounts used in this guide are fictitious and contain non-customer data.

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