PUBLIC BANK SECURITIES VIETNAM

Tầng 15, Tòa nhà IDMC Mỹ Đình, số 15, đường Phạm Hùng, phường Mỹ Đình 2, quận Nam Từ Liêm, Hà Nội

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GUIDE TO USING THE INQUIRY FUNCTION ON ONLINE TRADING

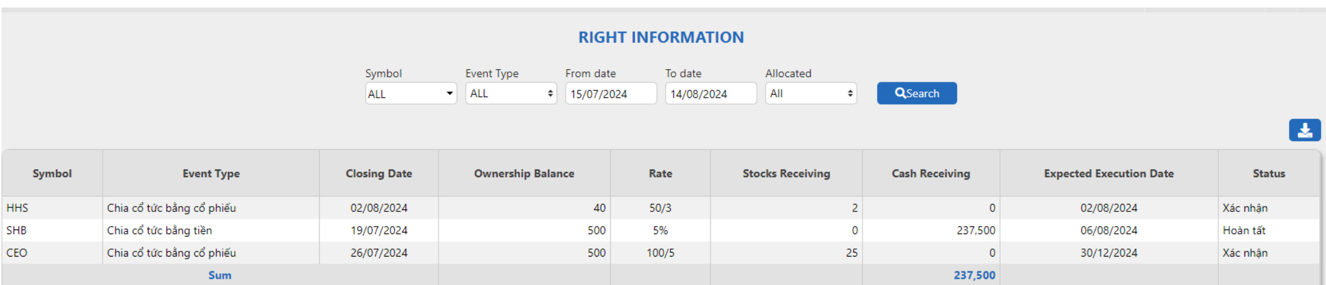
Clients can use the inquiry function to access the following information:

- **Right Information:** Rights and corporate actions
- **Order History:** Details of past orders
- **Account Statement:** Account transactions and balances
- **Payment Transaction History:** Records of payment transaction

1. *Right Information*

Purpose: To help clients track the rights events related to the securities they hold (by sub-account). To inquire about rights event information, clients should follow these steps:

Step 1: Log in to the system and select the "Account" tab => "Historical data" => "Rights Event Information"



Symbol	Event Type	Closing Date	Ownership Balance	Rate	Stocks Receiving	Cash Receiving	Expected Execution Date	Status
HHS	Chia cổ tức bằng cổ phiếu	02/08/2024	40	50/3	2	0	02/08/2024	Xác nhận
SHB	Chia cổ tức bằng tiền	19/07/2024	500	5%	0	237,500	06/08/2024	Hoàn tất
CEO	Chia cổ tức bằng cổ phiếu	26/07/2024	500	100/5	25	0	30/12/2024	Xác nhận
Sum						237,500		

Screenshot 1: Rights Event Information Screen

Step 2: Enter the following information:

- **From Date:** Enter the start date of the period you want to view the rights event history.
- **To Date:** Enter the end date of the period you want to view the rights event history.
- **Allocated:** Choose whether the rights event has been allocated or not.

Step 3: Click the **Search** button to display the inquiry information according to the criteria.

Step 4: Click the button  to generate the Rights Event Information into an Excel, PDF, or CSV file.

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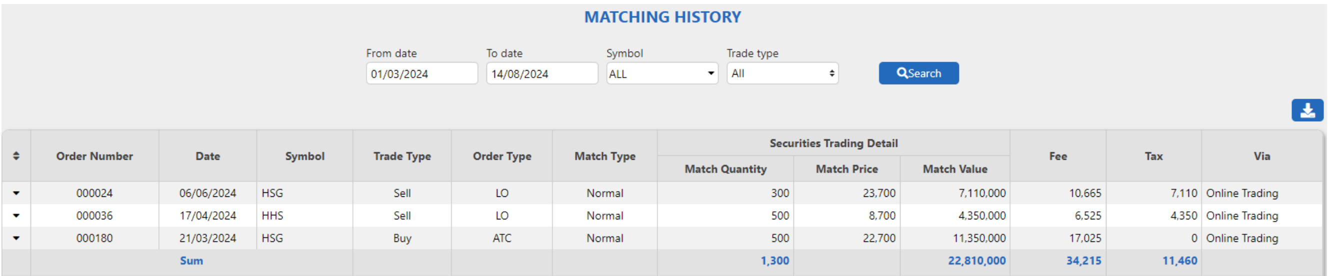
2. *Order History*

2.1.Matching History

Step1: Log in to the system and select the "Account" tab => "Historical Data" => "Order History" => "Matching History"



	Order Number	Date	Symbol	Trade Type	Order Type	Match Type	Securities Trading Detail			Fee	Tax	Via
							Match Quantity	Match Price	Match Value			
	000024	06/06/2024	HSG	Sell	LO	Normal	300	23,700	7,110,000	10,665	7,110	Online Trading
	000036	17/04/2024	HHS	Sell	LO	Normal	500	8,700	4,350,000	6,525	4,350	Online Trading
	000180	21/03/2024	HSG	Buy	ATC	Normal	500	22,700	11,350,000	17,025	0	Online Trading
	Sum						1,300		22,810,000	34,215	11,460	

Screenshot 2: Matching History Screen

Step 2: Enter the following information:

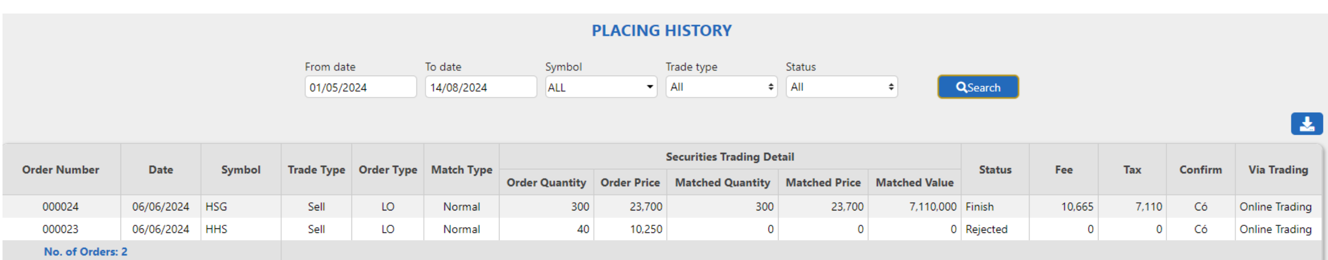
- **From Date:** Enter the start date of the period you want to view executed orders.
- **To Date:** Enter the end date of the period you want to view executed orders.
- **Symbol:** Enter a securities code or leave it blank to inquire about executed orders related to the entered securities code.
- **Trade Type:** Select the type of transaction for the executed order: buy, sell, or margin sell.

Step 3: Click the **Search** button to display the inquiry information based on the criteria.

Step 4: Click the button  to generate the Matching History into an Excel, PDF, or CSV file.

2.2.Placing History

Step1: Log in to the system and select the "Account" tab => "Historical Data" => "Order History" => "Placing History"



Order Number	Date	Symbol	Trade Type	Order Type	Match Type	Securities Trading Detail					Status	Fee	Tax	Confirm	Via Trading
						Order Quantity	Order Price	Matched Quantity	Matched Price	Matched Value					
000024	06/06/2024	HSG	Sell	LO	Normal	300	23,700	300	23,700	7,110,000	Finish	10,665	7,110	Có	Online Trading
000023	06/06/2024	HHS	Sell	LO	Normal	40	10,250	0	0	0	Rejected	0	0	Có	Online Trading
No. of Orders: 2															

Screenshot 3: Placing History Screen

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Step 2: Enter the following information:

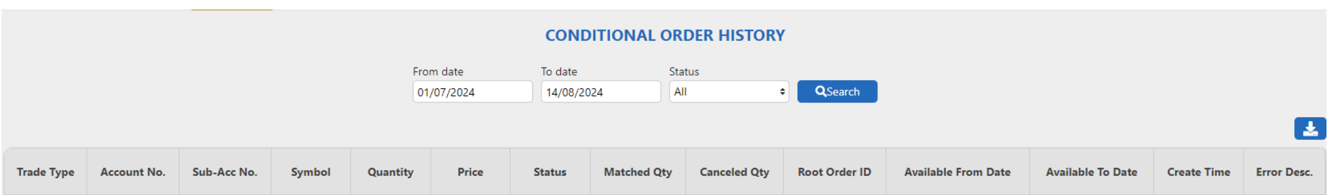
- **From Date:** Enter the start date of the period you want to view placed orders.
- **To Date:** Enter the end date of the period you want to view placed orders.
- **Symbol:** Enter a securities code or leave it blank to inquire about orders related to the entered securities code.
- **Trade Type:** Select the type of transaction for the placed order: buy, sell, or margin sell.
- **Status:** Select the status of the placed order.

Step 3: Click the **Search** button to display the inquiry information based on the criteria.

Step 4: Click the button to generate the Placing History into an Excel, PDF, or CSV file.

2.3.Conditional Order History.

Step1: Log in to the system and select the “Account” tab => “Historical Data” => “Order History” => “Conditional Order History”



Screenshot 4: Placing History Screen

- **From Date**: Enter the start date of the period for which you want to view the placed orders.
- **To Date**: Enter the end date of the period for which you want to view the placed orders.
- **Status**: Select the status of the placed orders.

Step 2: Click the “Search” button to display the information based on the criteria.

Step 3: Click the button to export the Order History to an Excel, PDF, or CSV file.

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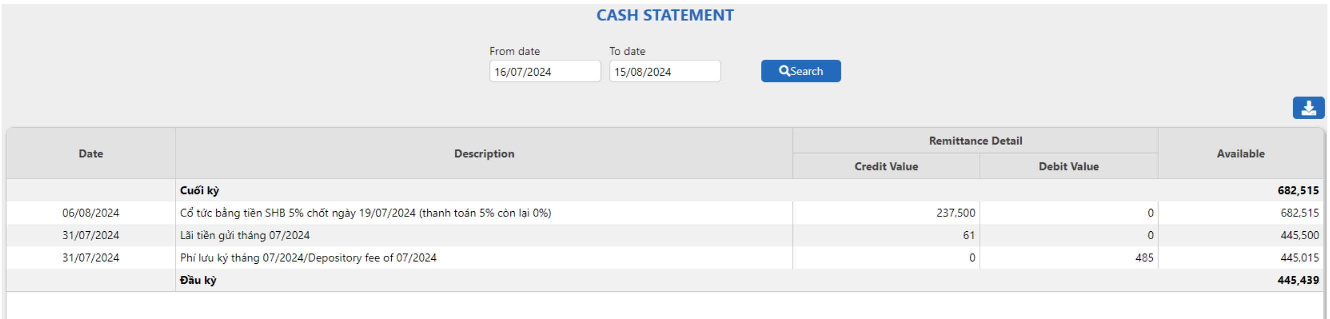
3. *Account Statement*

3.1. Cash Statement

Step 1: Log in to the system and select the "Account" tab => " Historical Data " => "Account Statement" => "Cash Statement"



Date	Description	Remittance Detail		Available
		Credit Value	Debit Value	
	Cuối kỳ			**682,515**
06/08/2024	Cổ tức bằng tiền SHB 5% chốt ngày 19/07/2024 (thanh toán 5% còn lại 0%)	237,500	0	682,515
31/07/2024	Lãi tiền gửi tháng 07/2024	61	0	445,500
31/07/2024	Phí lưu ký tháng 07/2024/Depository fee of 07/2024	0	485	445,015
	Đầu kỳ			**445,439**

Screenshot 5: Cash Statement Screen

Step 2: Enter the following information:

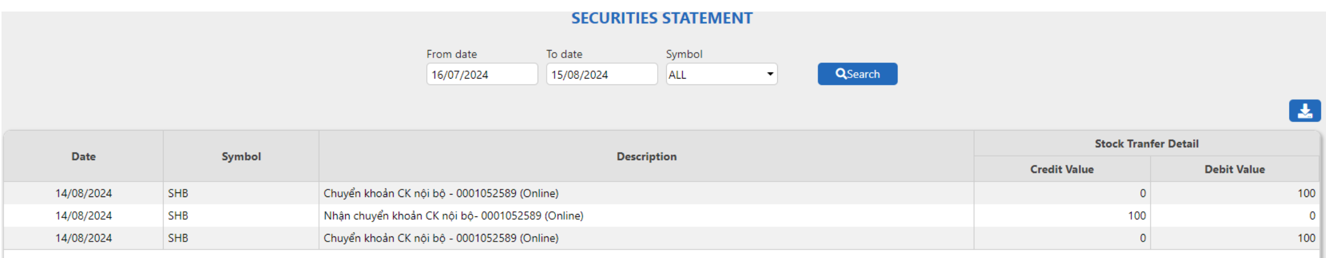
- **From Date**: Enter the start date of the period for which you want to view the funds statement.
- **To Date**: Enter the end date of the period for which you want to view the funds statement.

Step 3: Click the "Search" button to display the information based on the criteria.

Step 4: Click the button to export the Cash Statement to an Excel, PDF, or CSV file.

3.2.Securities Statement

Step 1: Log in to the system and select the "Account" tab => " Historical Data " => "Account Statement" => "Securities Statement"



Date	Symbol	Description	Stock Tranfer Detail	
			Credit Value	Debit Value
14/08/2024	SHB	Chuyển khoản CK nội bộ - 0001052589 (Online)	0	100
14/08/2024	SHB	Nhận chuyển khoản CK nội bộ- 0001052589 (Online)	100	0
14/08/2024	SHB	Chuyển khoản CK nội bộ - 0001052589 (Online)	0	100

Screenshot 6: Securities Statement Screen

Step 2: Enter the following information:

- **From Date**: Enter the start date of the period for which you want to view the securities statement.
- **To Date**: Enter the end date of the period for which you want to view the securities statement.
- **Symbol**: Enter a securities code or leave it blank to retrieve the statement for the securities code entered.

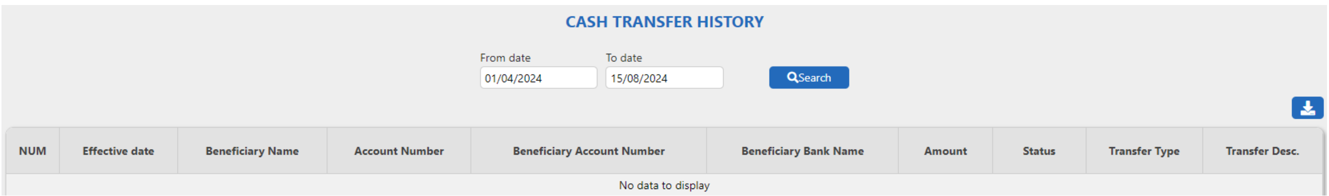
Step 3: Click the "Search" button to display the information based on the criteria.

Step 4: Click the button to export the securities statement to an Excel, PDF, or CSV file

4. Payment Transaction History

4.1. Cash Transfer History

Step 1: Log in to the system and select the "Account" tab => " Historical Data " => "Payment Transaction History" => "Cash Transfer History**"**



Screenshot 7: Cash Transfer History Screen

Step 2: Enter the following information:

- **From Date**: Enter the start date of the period for which you want to view the transfer history.
- **To Date**: Enter the end date of the period for which you want to view the transfer history.

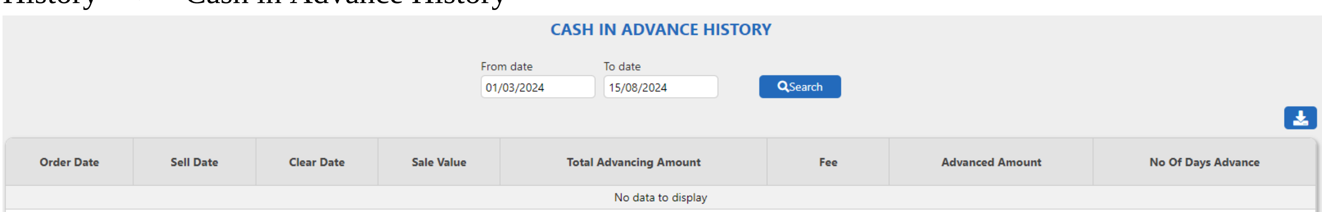
Step 3: Click the "Search" button to display the information based on the criteria.

Step 4: Click the button to export the transfer history to an Excel or PDF file.

- Click the "Cancel" button to cancel a transfer order outside of trading hours.

4.2. Cash in Advance History

Step 1: Log in to the system and select the "Account" tab => " Historical Data " => "Payment Transaction History" => " Cash in Advance History"



Screenshot 8: Cash in Advance History Screen

Step 2: Enter the following information:

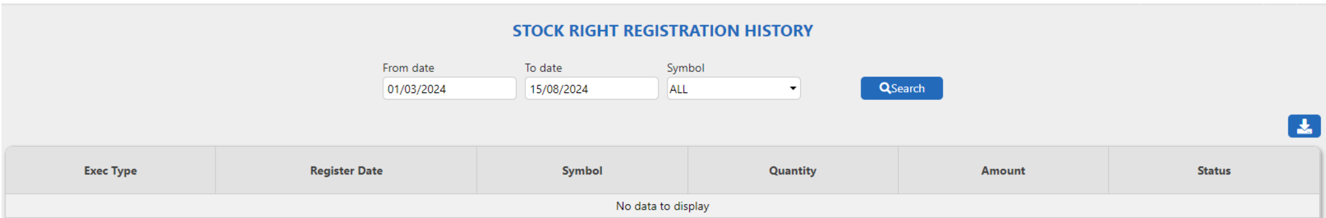
- **From Date:** Enter the start date of the period you wish to view the advance history.
- **To Date:** Enter the end date of the period you wish to view the advance history.

Step 3: Click the "Search" button to display the information according to the criteria.

Step 4: Click the button to export the advance history to an Excel, PDF, or CSV file.

4.3.Stock Rights Registration History

Step 1: Log in to the system and select the tab “Accounts” => “Historical Data” => “Securities Transaction History” => “Stock Rights Registration History.”



Screenshot 9: Stock Rights Registration History Screen

Step 2: Enter the following information:

- **From Date:** Enter the start date of the period for which you want to view the Purchase Rights Registration History.
- **To Date:** Enter the end date of the period for which you want to view the Purchase Rights Registration History.
- **Symbol:** Enter a stock code or leave it blank to search for the Purchase Rights Registration History related to the entered stock code.

Step 3: Click the “Search” button to display the information according to the criteria.

Step 4: Click the button  to export the Stock Rights Registration History to an Excel or PDF file.