

How to pay someone you've paid before in Online Banking

Barclays Online Banking is a secure way to access your accounts 24 hours a day.

With Online Banking, you can

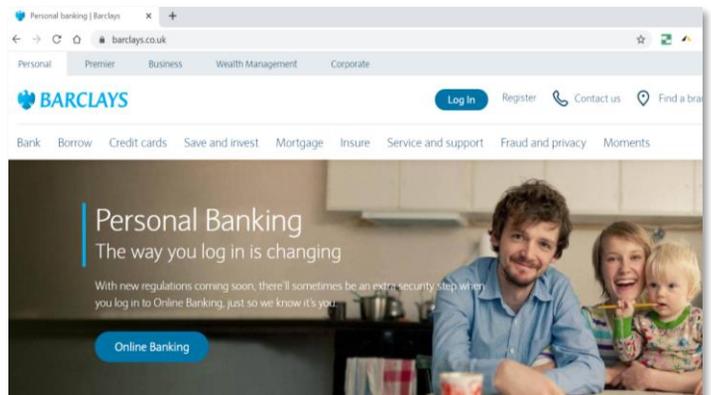
- Check balances, transfer money and pay bills
- View and download statements
- Manage Direct Debits and standing orders
- View your debit card PIN
- Report a lost or stolen card

Here's how to manage your money by paying someone you've paid before using Online Banking.

Step 1

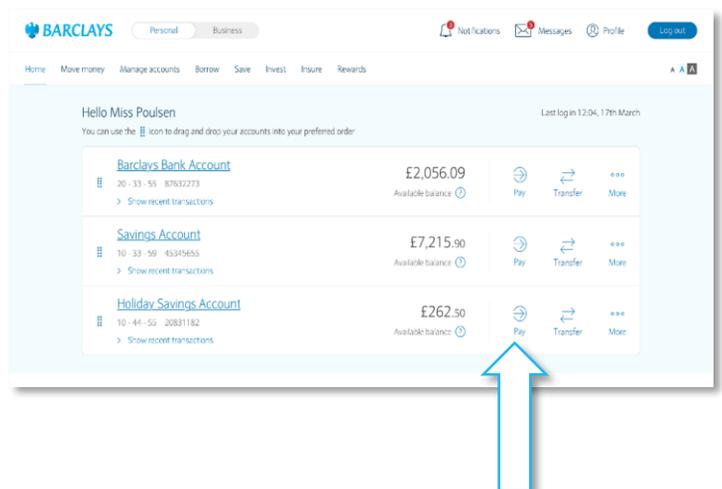
Open barclays.co.uk in your web browser, click 'Log in' at the top of the page and then log into Online Banking using PINsentry.

To protect your account, you won't be able to set up a new payee if you log in using your passcode and memorable word because this isn't as secure as using PINsentry.



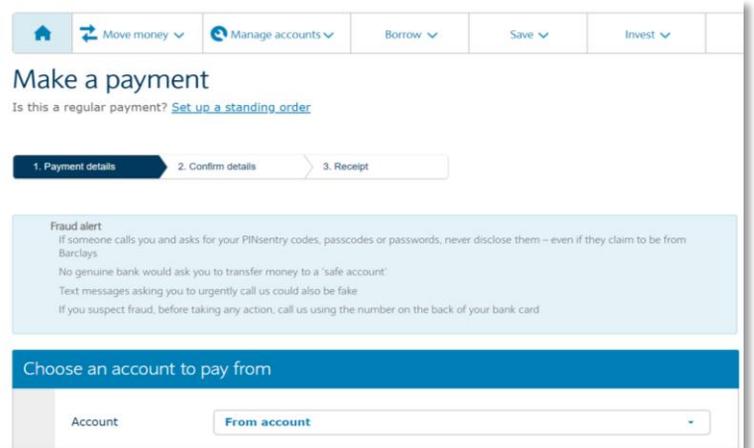
Step 2

Once you've logged in, click the 'Pay' icon next to the balance of any account you have a card for. You'll choose the account you want to make the payment from in the next step.



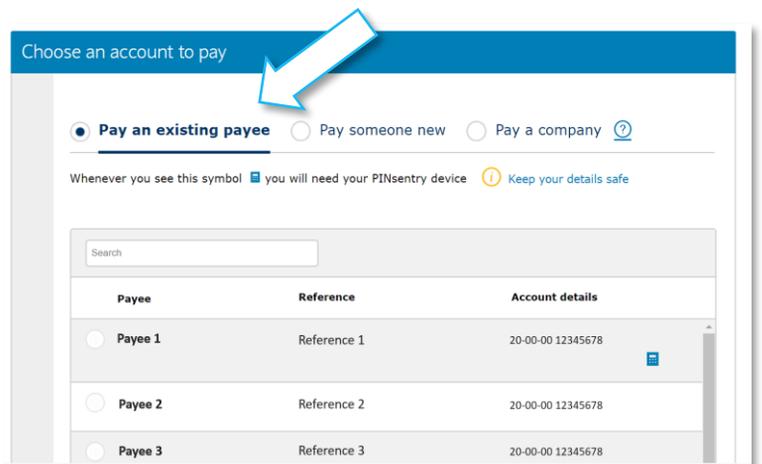
Step 3

When the 'Make a payment' page opens, select the account you want to pay from.



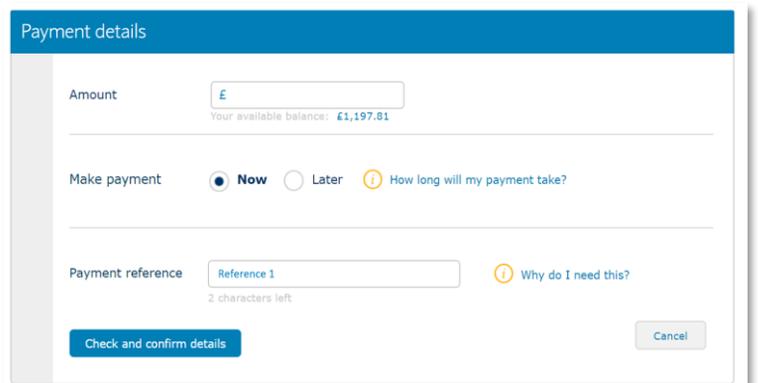
Step 4

Make sure the 'Pay an existing payee' option is selected, then select who you want to pay from your list of existing payees.



Step 5

Enter the amount you want to pay and choose whether you want to make this payment now or at a later date. If you want to, you can also type in a reference to help the person being paid know what the payment is for. This could be an invoice number or just something simple like 'birthday money'. When you're ready to continue, click 'Check and confirm details'.



Step 6

Double-check that the payment details are correct – you can go back to change them, if not. Otherwise, click ‘Confirm payment’ to finish.

Check and confirm

From account	MISS EMILIE POULSEN 20-33-55 87632273
To account	MR PAYEE NUMBER 1 20-00-00 12345678
Amount	£10.00
Processing time	Immediate payment
	Tell me more about payments
Payment reference	Reference 1

[Back](#)
[Confirm payment](#)
[Cancel](#)

Step 7

You’ll get an on-screen receipt for the payment that you can download or print if you want a copy for your records.

1. Payment details > 2. Confirm details > 3. Receipt

✔ Your payment request has been processed.

Your receipt

From account	MISS EMILIE POULSEN 20-33-55 87632273	Download
To account	MR PAYEE NUMBER 1 20-00-00 12345678	Print
Amount	£10.00	
Processing Time	Immediate payment	
	Tell me more about payments	
Payment Reference	Reference 1	
Instruction received at	30 January 2019 14:21:02	

[Back to my accounts](#)
[Check payment status](#)
[Make another payment](#)

Call monitoring and charges information

* Calls may be monitored or recorded for quality and training purposes. Calls to 0800 numbers are free if made from a UK landline or personal mobile. Calls to 03 numbers are charged at the same rate as calls to 01 and 02 landlines, and will count towards any inclusive minutes you have covering calls to landline numbers. Charges may apply when calling from abroad.

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