

Manage all your financial services
seamlessly through BSF Connect.

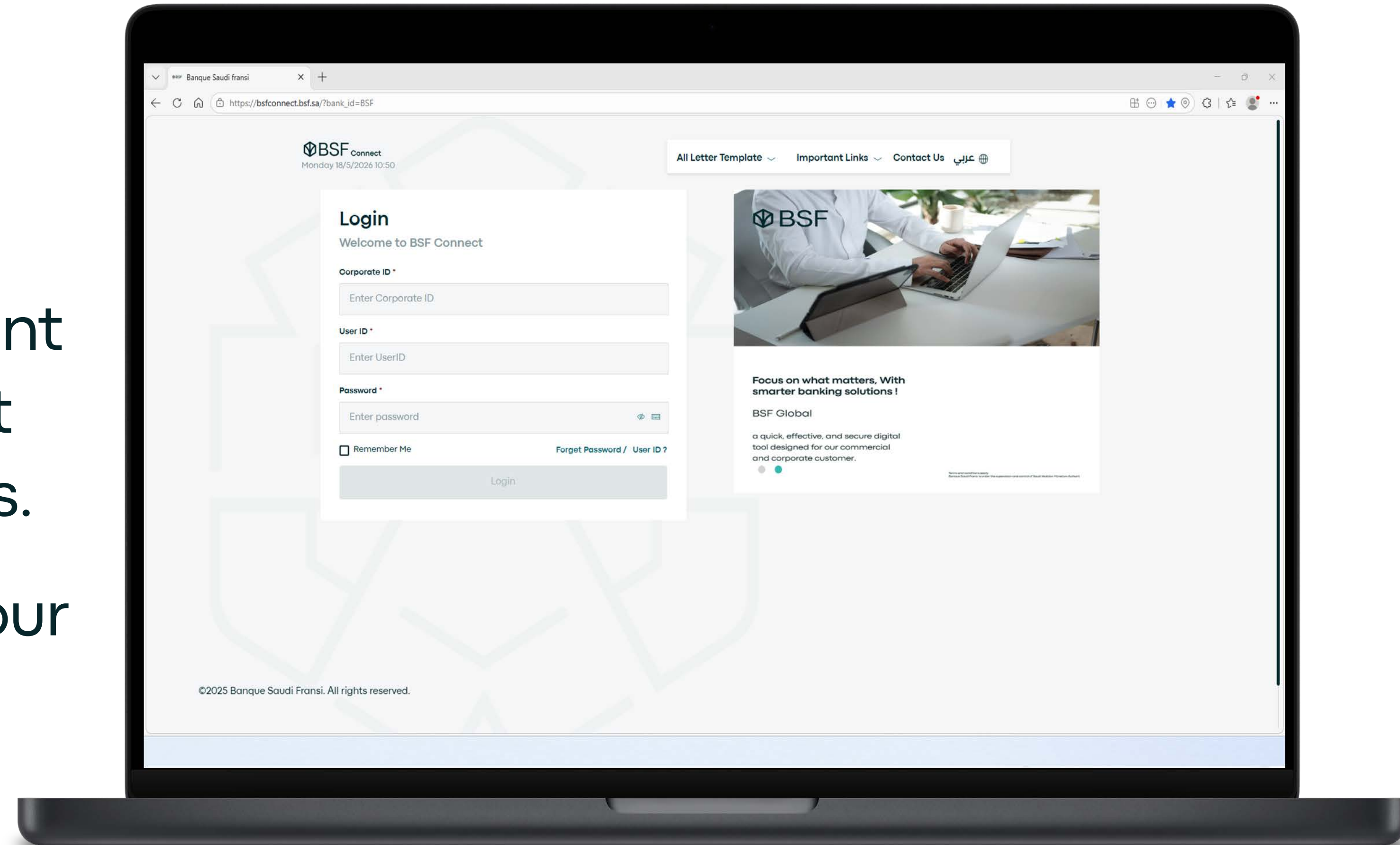
This guide will walk you through
how to make the most of the platform.



01

Login Steps

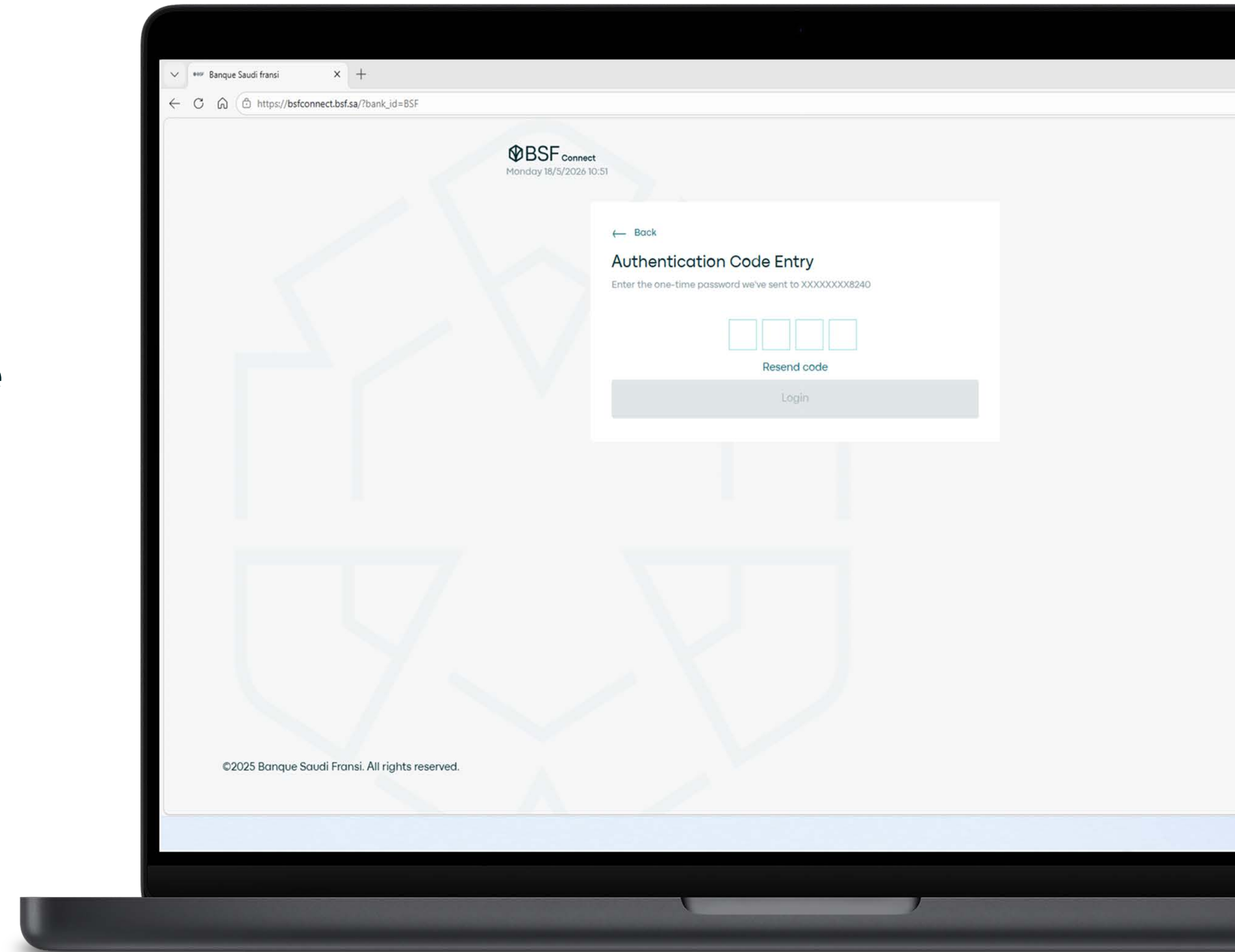
- Open the PDF file that was sent to your registered email to get the one-time login credentials.
- The PDF file is secured with your ID number as the password.
- Go to BSF Connect.sa and add the given credentials.



01

Login Steps

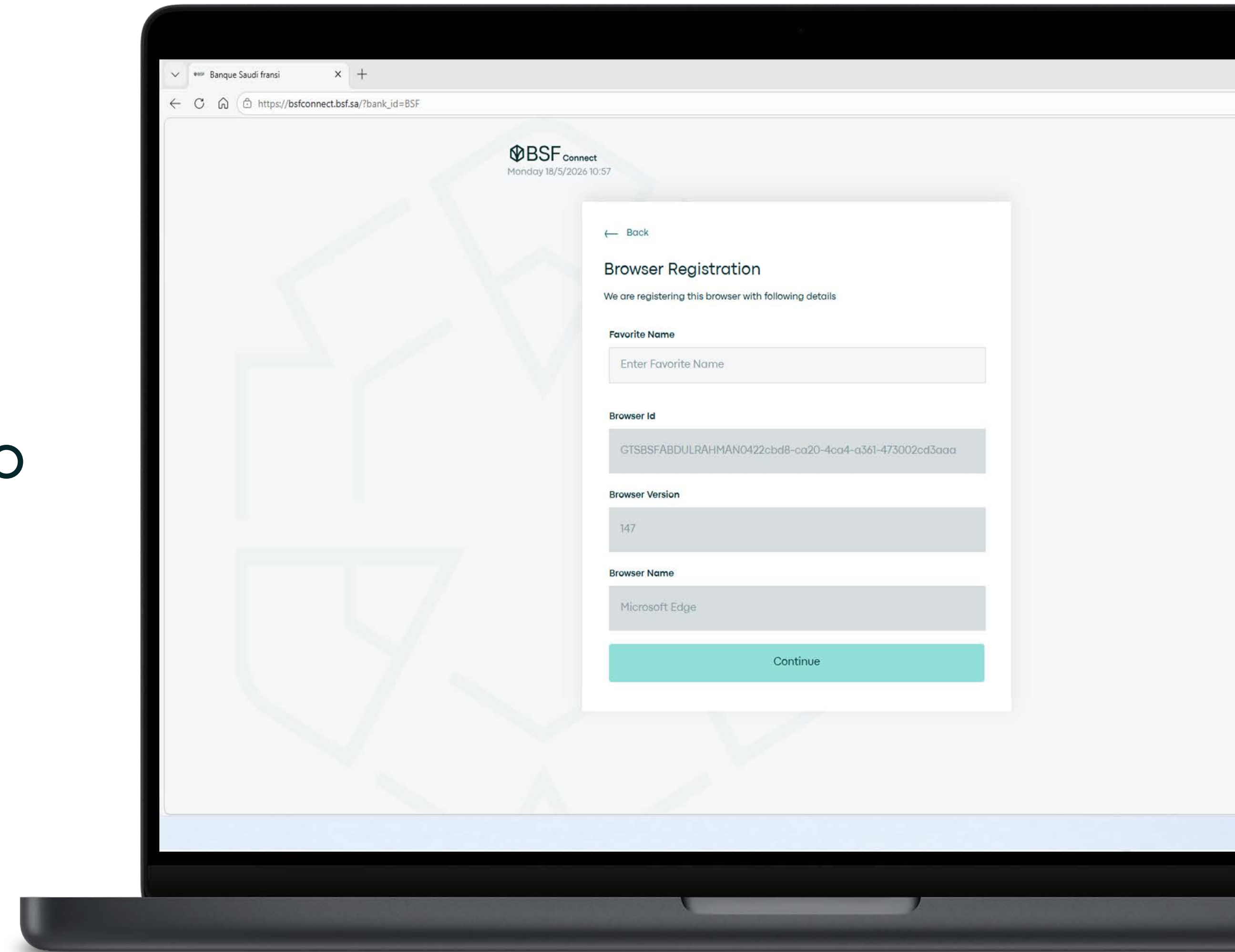
- After your first login you will receive an IVR call containing an OTP.



01

Login Steps

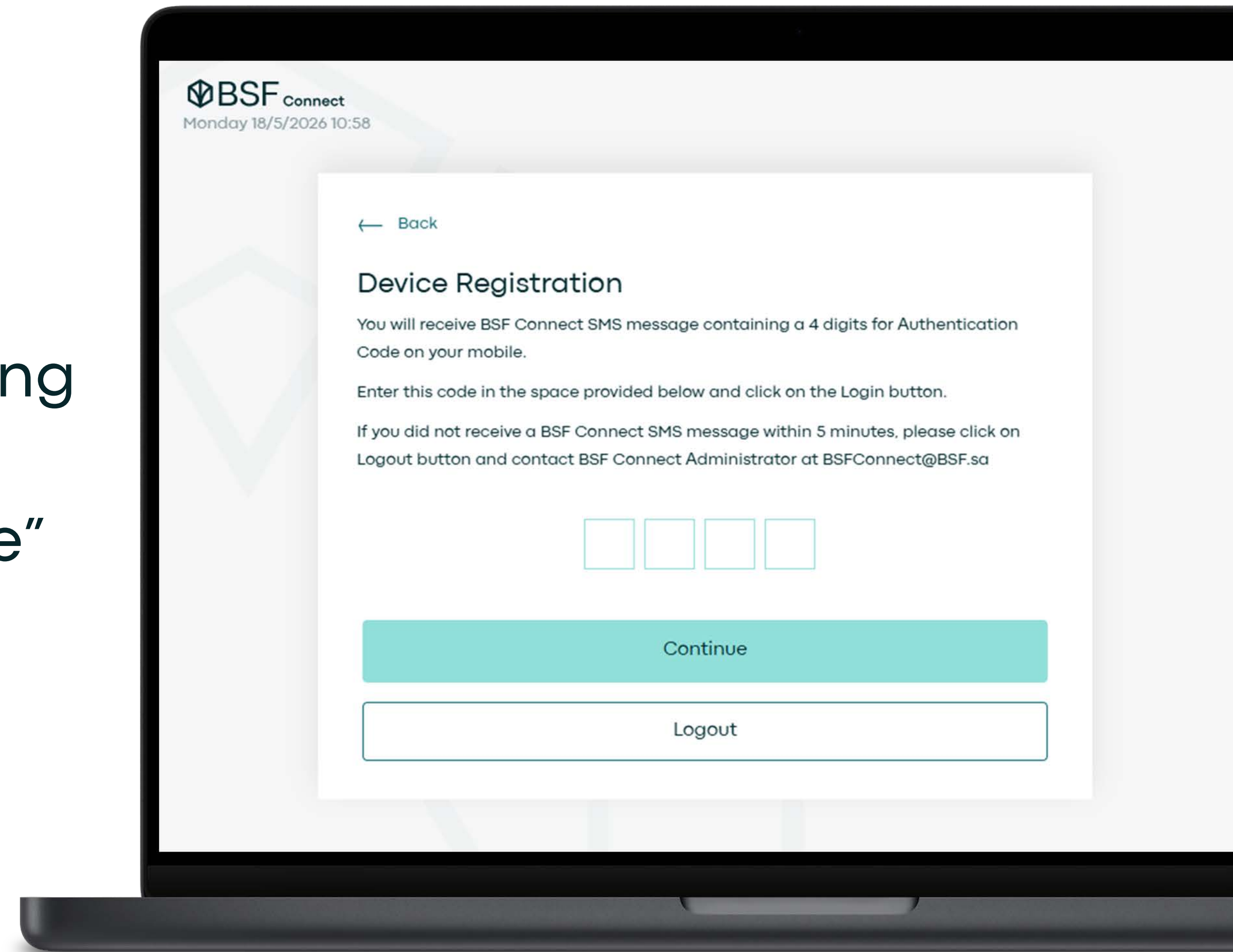
- You will be notified that the Device will be Registered. Click Continue to register the device.



01

Login Steps

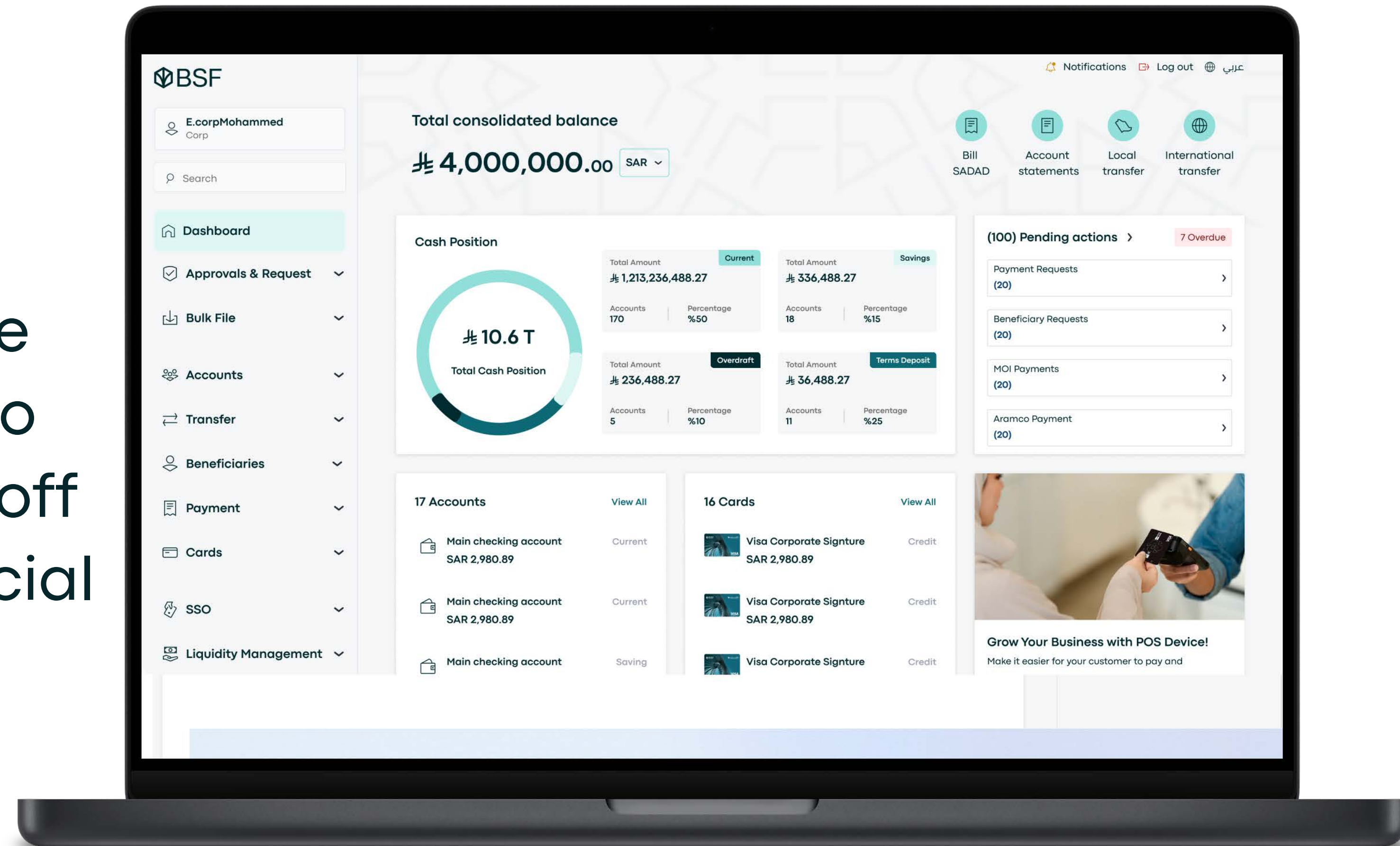
- You will receive an IVR call containing an OTP to register your device.
Add the OTP and click on "Continue" to proceed.



01

Login Steps

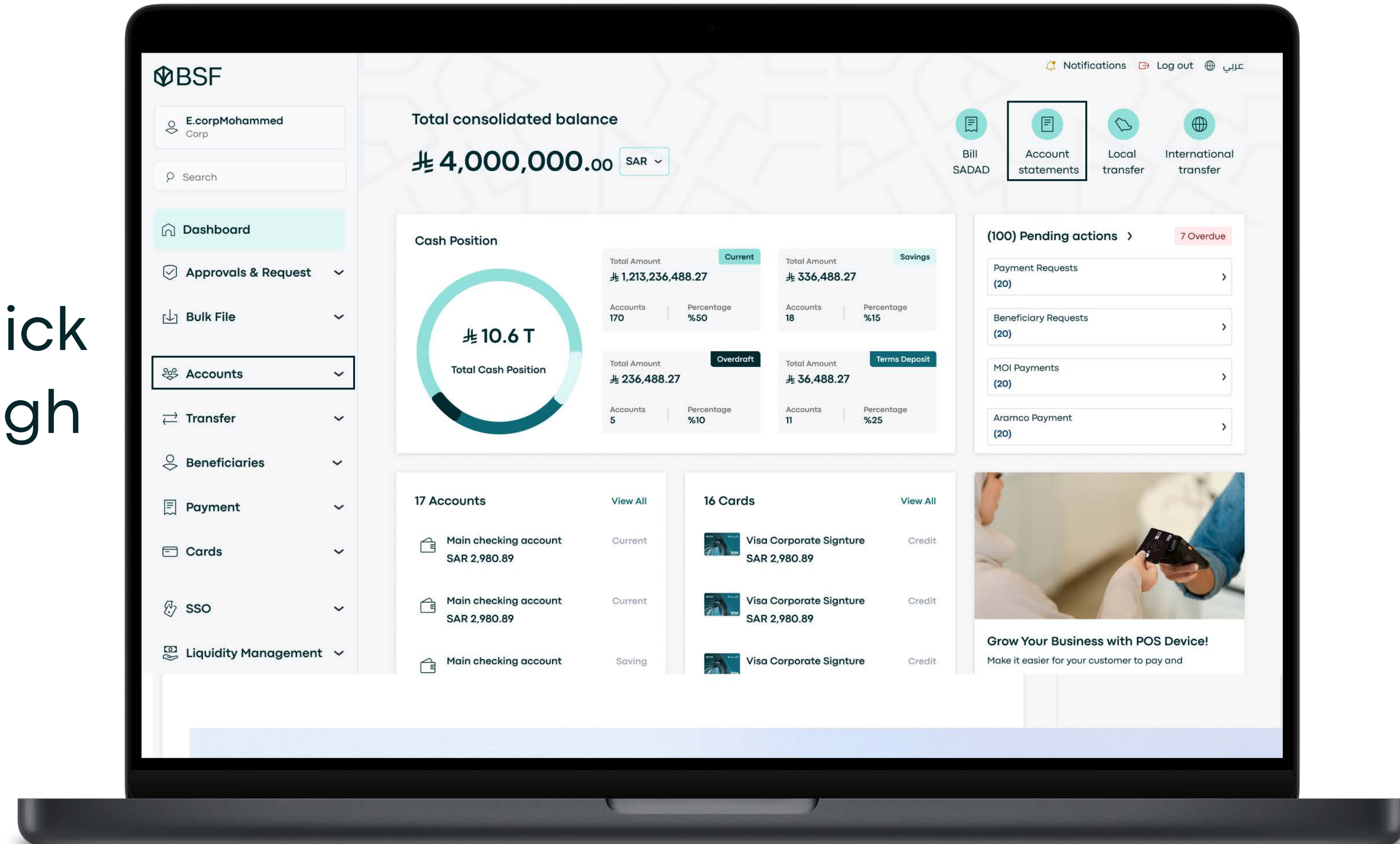
- Once logged in, you'll see the main Dashboard. You have to complete a 12 hours cooling off period before utilizing Financial Services.



02

Accounts Services:

- You can access through “Quick Access” on the right or through the side menu on the left by clicking on “Cash Position”

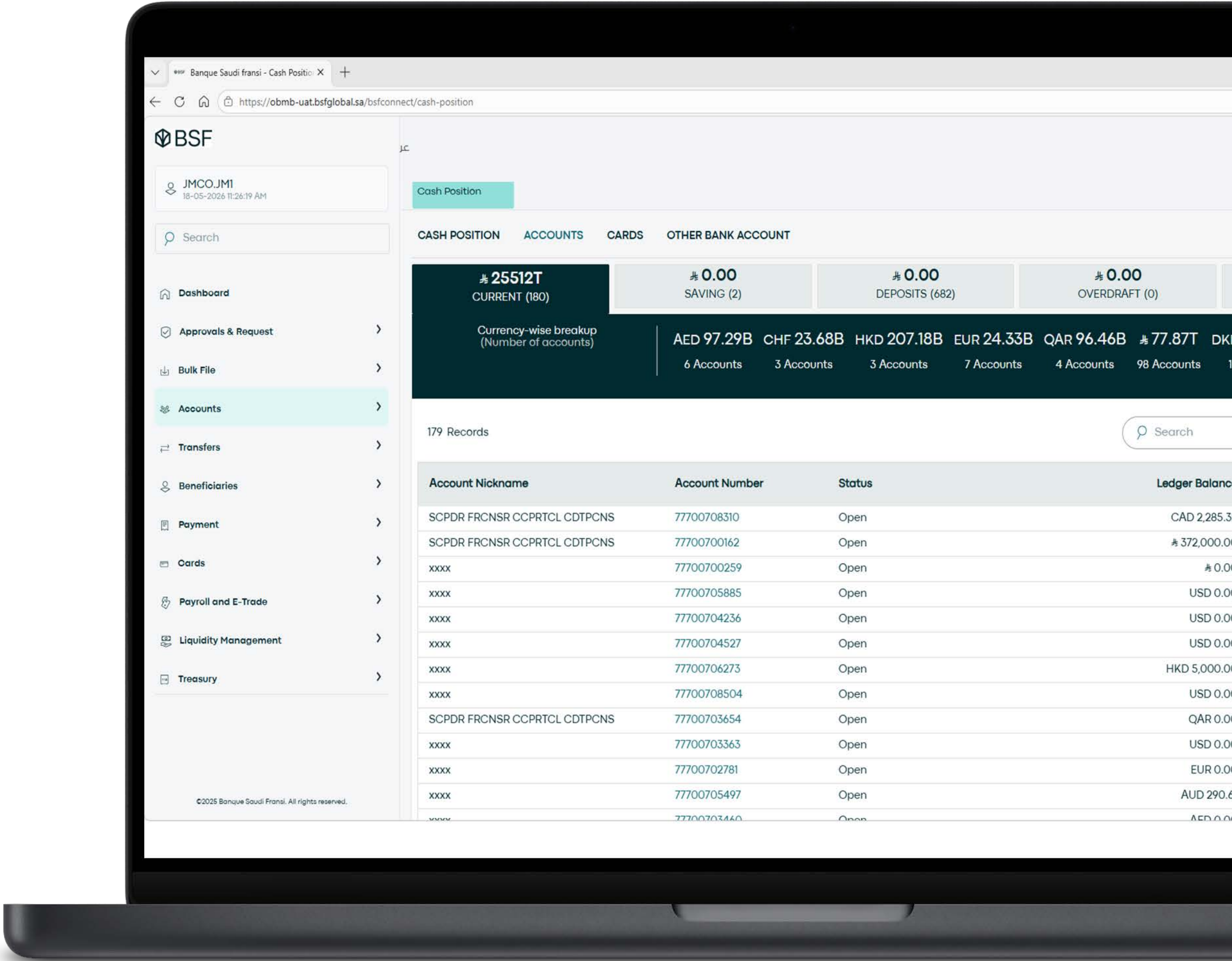




02

Accounts Services:

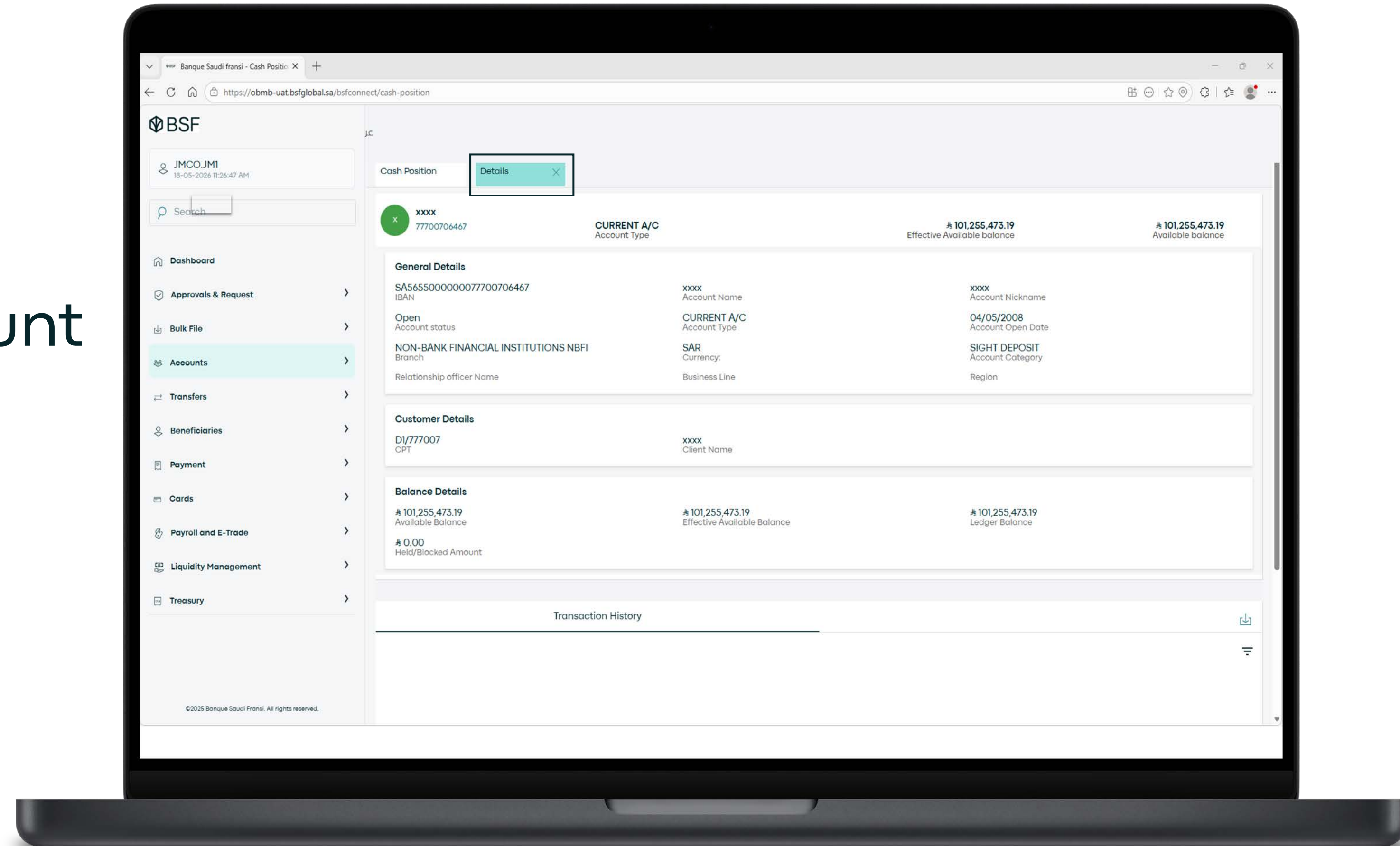
- Click on Accounts to view all Accounts Types.



02

Accounts Services:

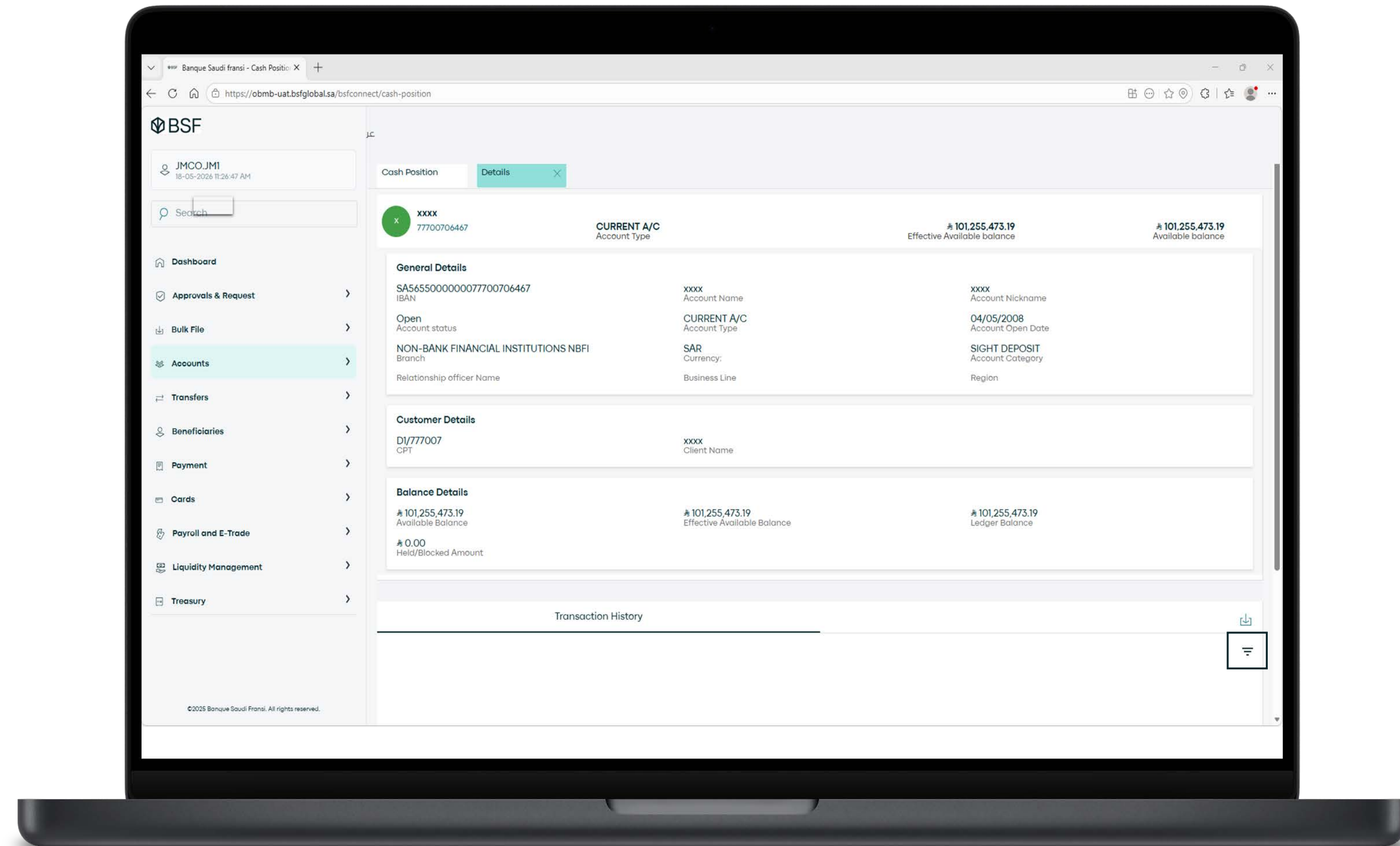
- Click on details on the account you want to inquire about.



02

Accounts Services:

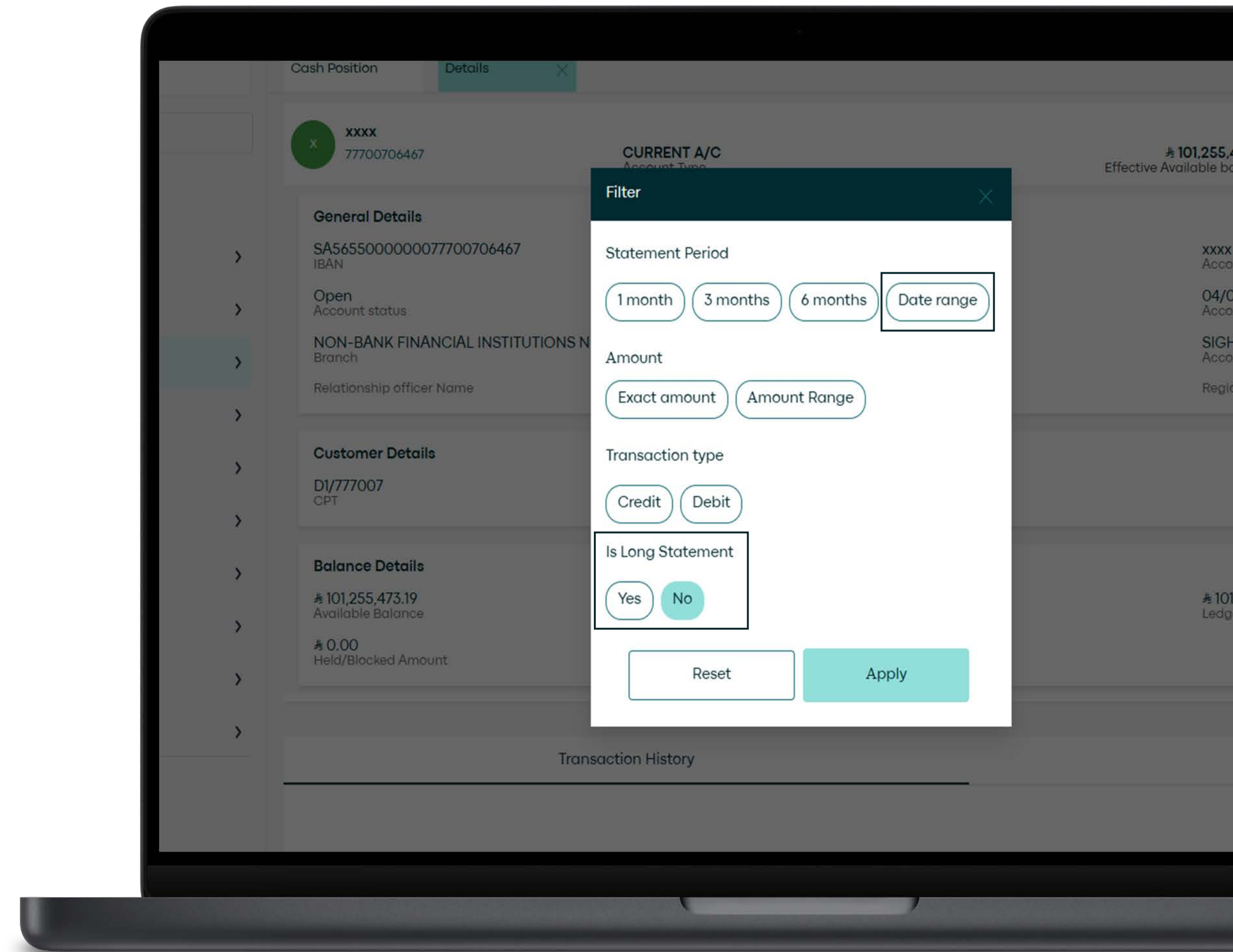
- Click on the filter to view the filtering options.



02

Accounts Services:

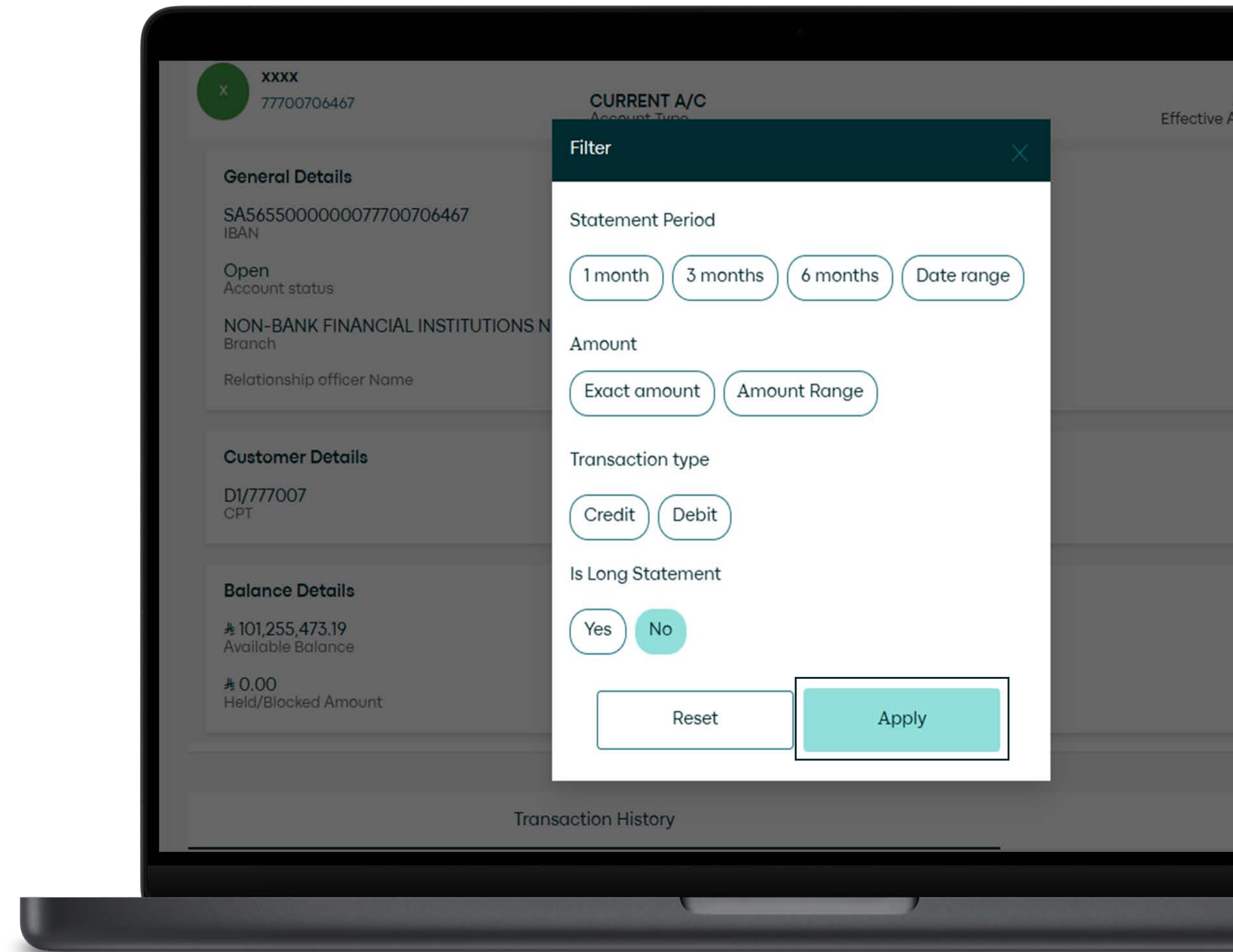
- You have various options to view the Account Statement “Long Statement” is only available for the previous 364 days.



02

Accounts Services:

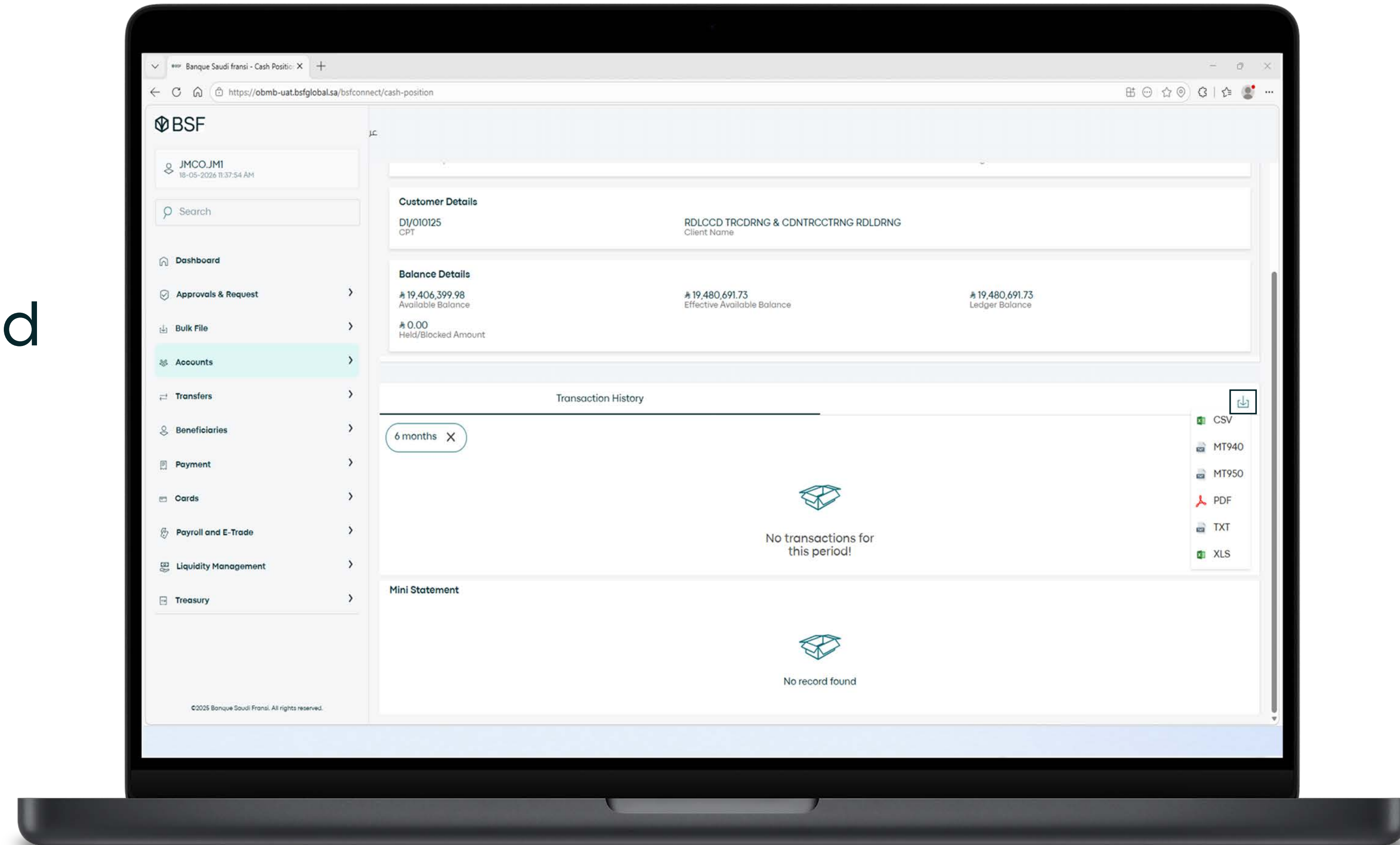
- Once you select the preferred option, click “apply”



02

Accounts Services:

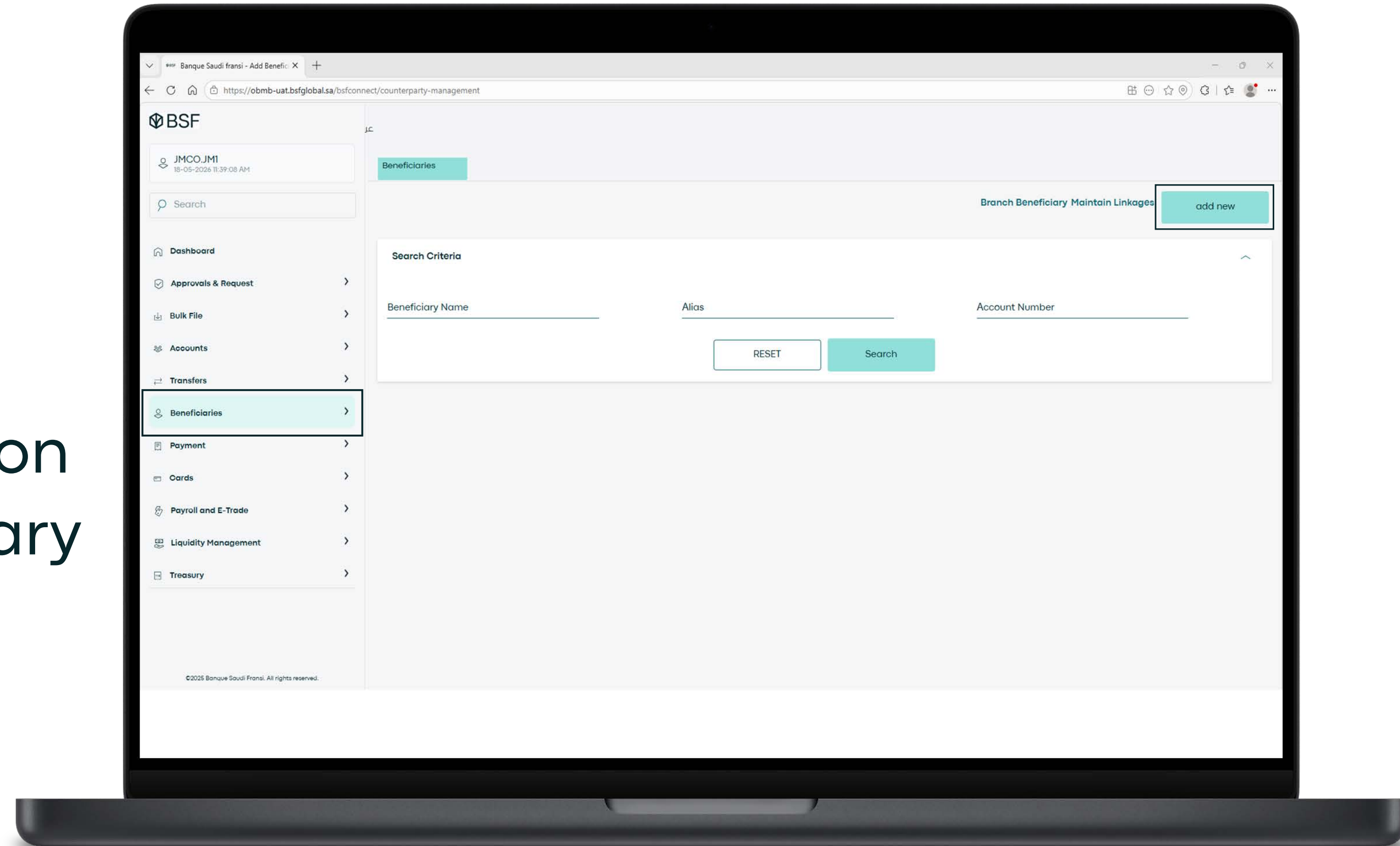
- Once you select the preferred option, click “apply”



03

Local Beneficiary Addition:

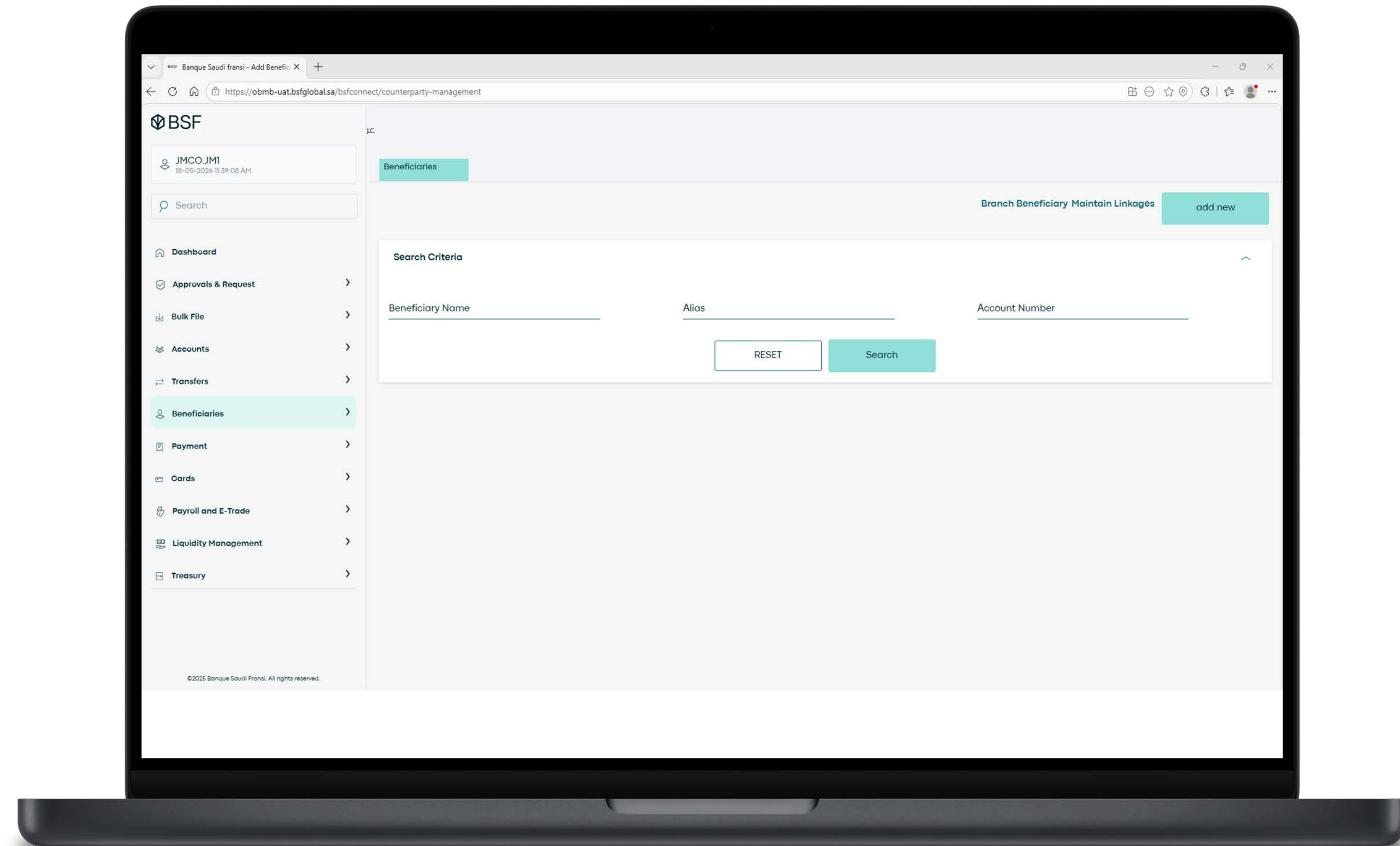
- On the left side menu, Click on Beneficiaries > Add Beneficiary > Add New



03

Local Beneficiary Addition:

- Enter the required data.



03

Local Beneficiary Addition:

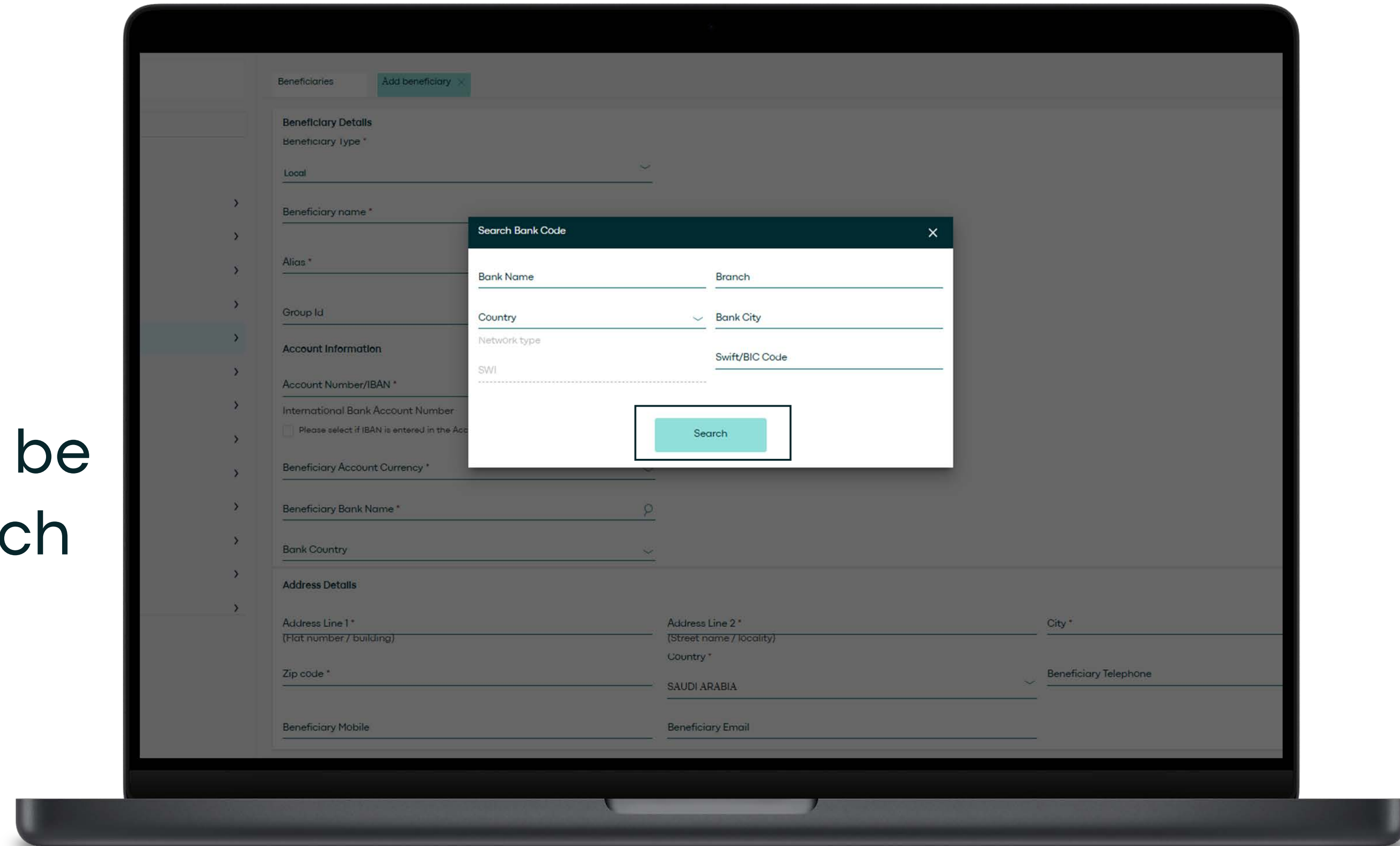
- To add an additional Local Beneficiary's: Add the IBAN or account number and make sure to tick the box below if IBAN was added.
- To learn more, click on Get Bank Details.

The screenshot displays the 'Add beneficiary' form within the BSF web application. The interface includes a sidebar with navigation options such as Dashboard, Approvals & Request, Bulk File, Accounts, Transfers, Beneficiaries (highlighted), Payment, Cards, Payroll and E-Trade, Liquidity Management, Treasury, and General Services. The main form area is titled 'Beneficiaries' and contains a 'Get Bank Details' button. The form fields are organized into sections: Beneficiary Details (Beneficiary Type, Local, Beneficiary name, Alias, Group Id), Account Information (IBAN, Beneficiary Bank Name, Bank Country), Address Details (Address Line 1, Address Line 2, City, Zip code, Country), and Beneficiary Mobile/Email. A 'Proceed' button is located at the bottom right of the form.

03

Local Beneficiary Addition:

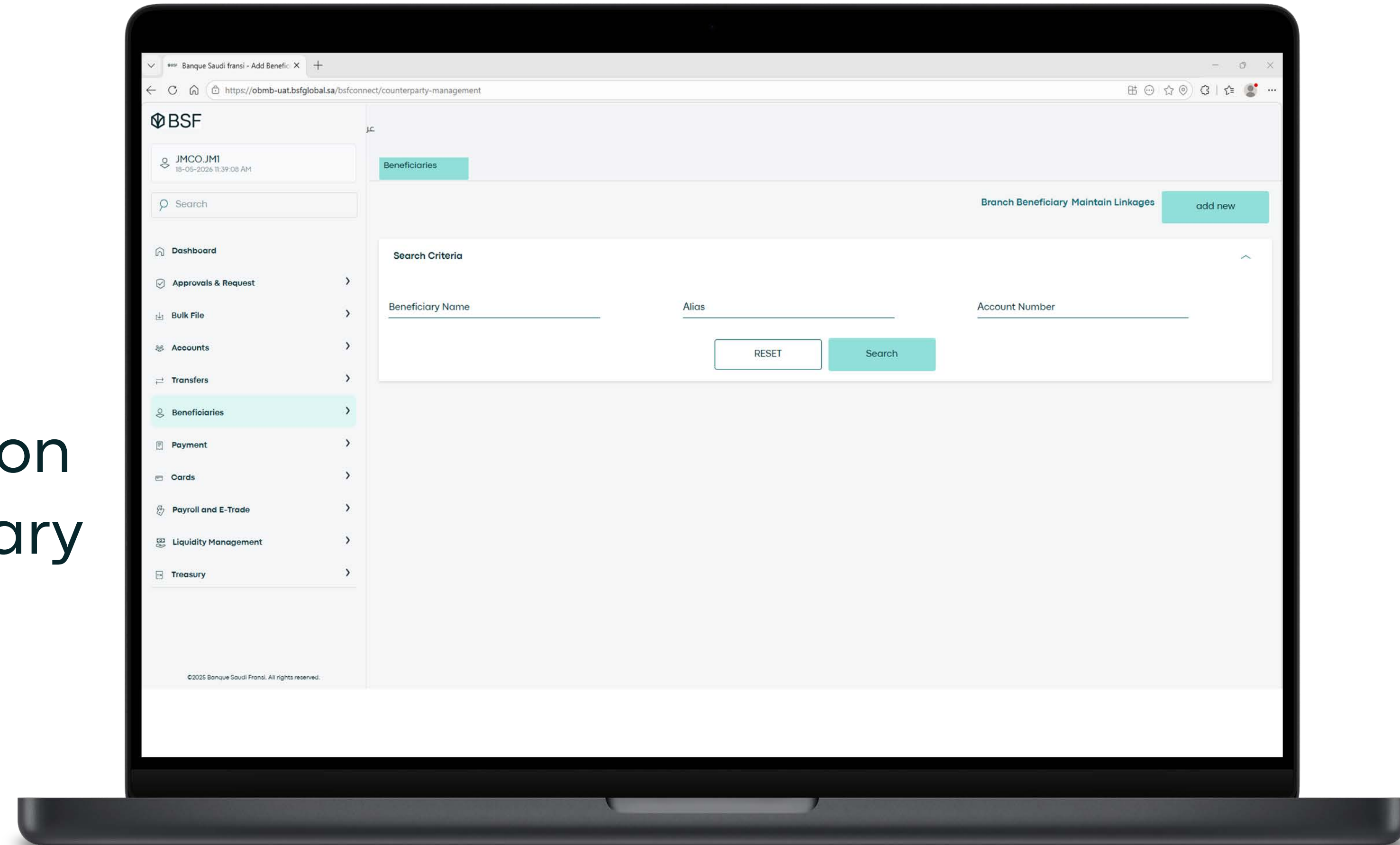
- The beneficiary's bank must be selected by clicking the search icon below.



04

Local Beneficiary Addition:

- On the left side menu, Click on Beneficiaries > Add Beneficiary > Add New



04

Local Beneficiary Addition:

- Enter the required data.

BSF

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18-08-2025 11:40:17 AM

Search

Dashboard

Approvals & Request

Bulk File

Accounts

Transfers

Beneficiaries

Payment

Cards

Payroll and E-Trade

Liquidity Management

Treasury

General Services

Administration

Profile & Settings

Beneficiaries

Add beneficiary

Beneficiary Details

Beneficiary Type *

International

Beneficiary name *

Alias *

Group Id

Account Information

Account Number/IBAN *

International Bank Account Number

☐ Please select if IBAN is entered in the Account Number field

Beneficiary Account Currency *

Beneficiary Bank Name *

Bank Country

Address Details

Address Line 1 *
(Flat number / building)

Zip code *

Beneficiary Mobile

Address Line 2 *
(Street name / locality)

Country *

SAUDI ARABIA

Beneficiary Email

City *

Beneficiary Telephone

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04

International Beneficiary Addition:

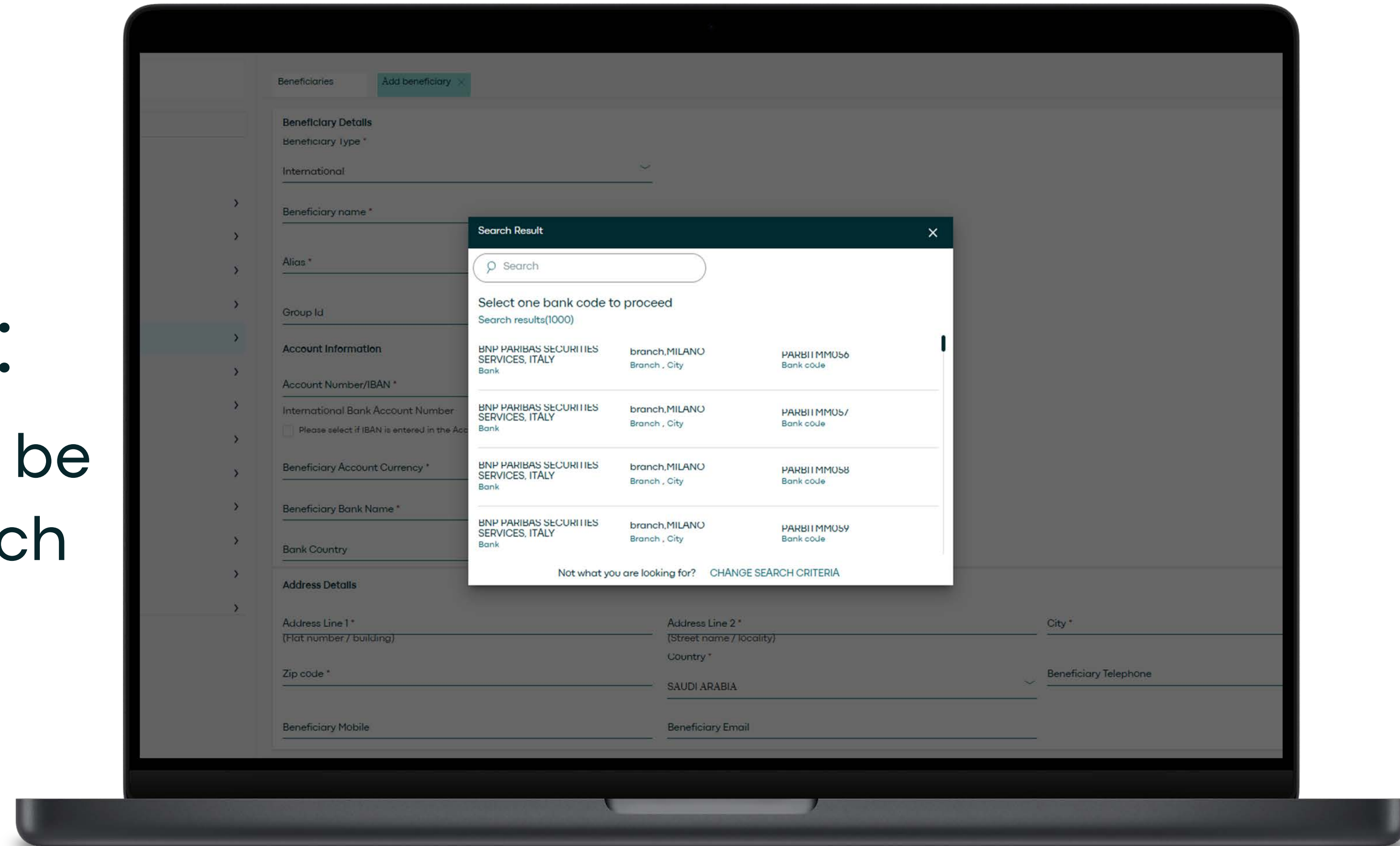
- To add an additional Local Beneficiary's: Add the IBAN or account number and make sure to tick the box below if IBAN was added.
- To learn more, click on Get Bank Details.

The screenshot shows the 'Beneficiaries' section of the BSF interface. A modal titled 'Search Bank Code' is open, allowing users to search for bank details. The modal contains fields for Bank Name, Branch, Country, Bank City, Network type, and Swift/BIC Code, along with a 'Search' button. The background form is partially visible, showing sections for Beneficiary Details, Account Information, Beneficiary Bank Name, Bank Country, Address Details, and Beneficiary Mobile/Email.

04

International Beneficiary Addition:

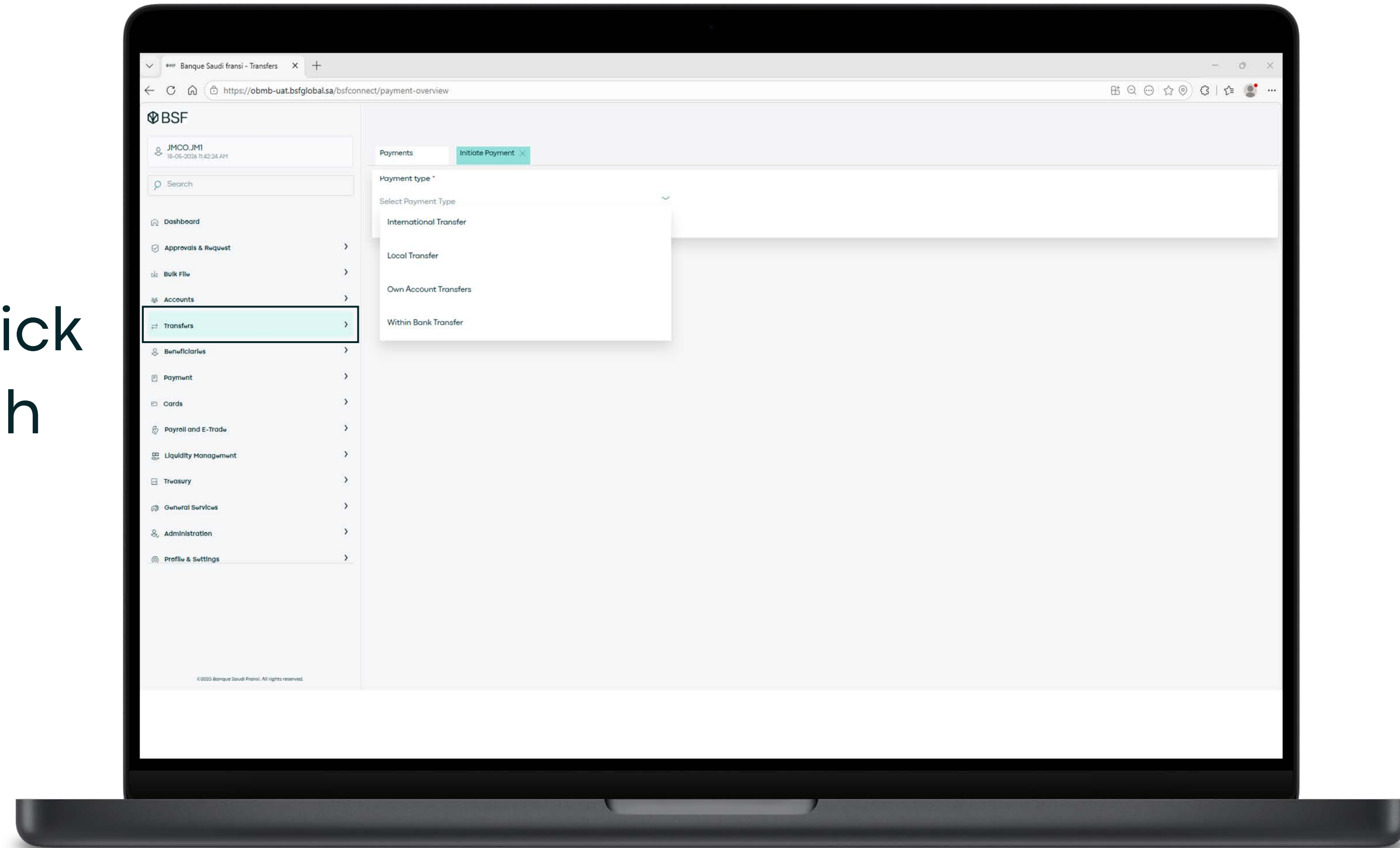
- The beneficiary's bank must be selected by clicking the search icon below.



05

Local Transfers:

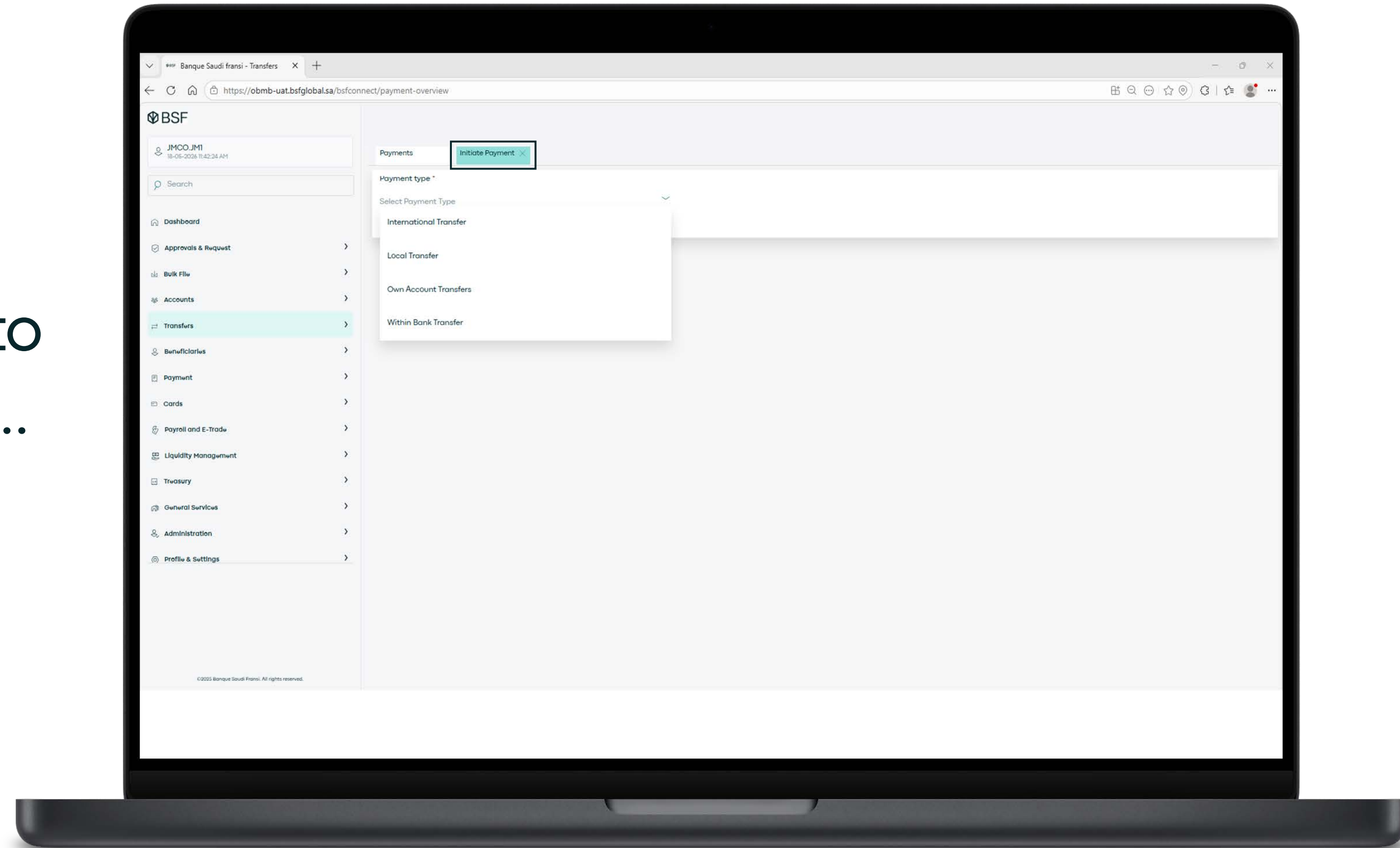
- you can access through “Quick Access” on the right or through the side menu on the left by clicking on “Transfers”.



05

Local Transfers:

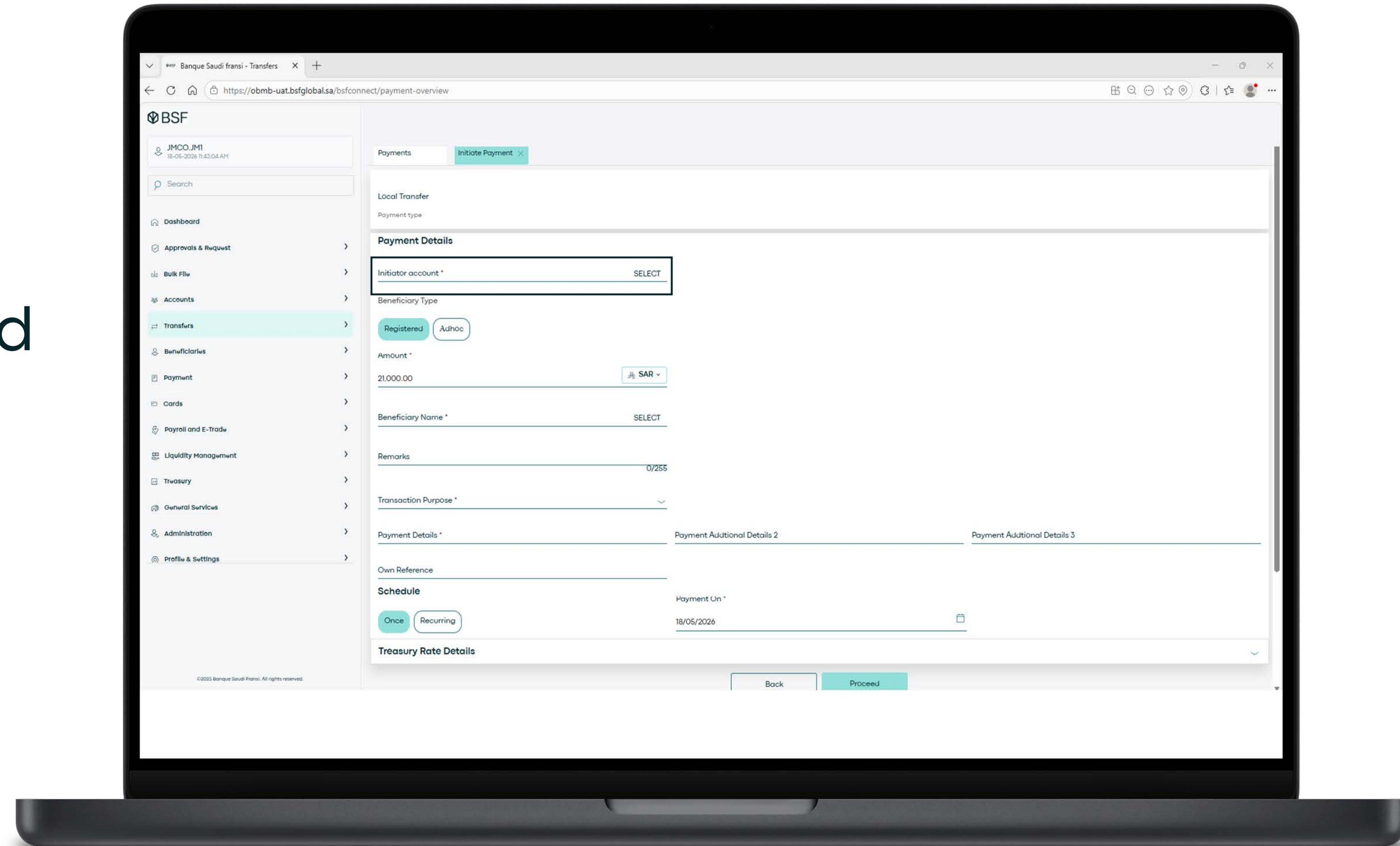
- Select the Initiate Payment to specify the local transfer type..



05

Local Transfers:

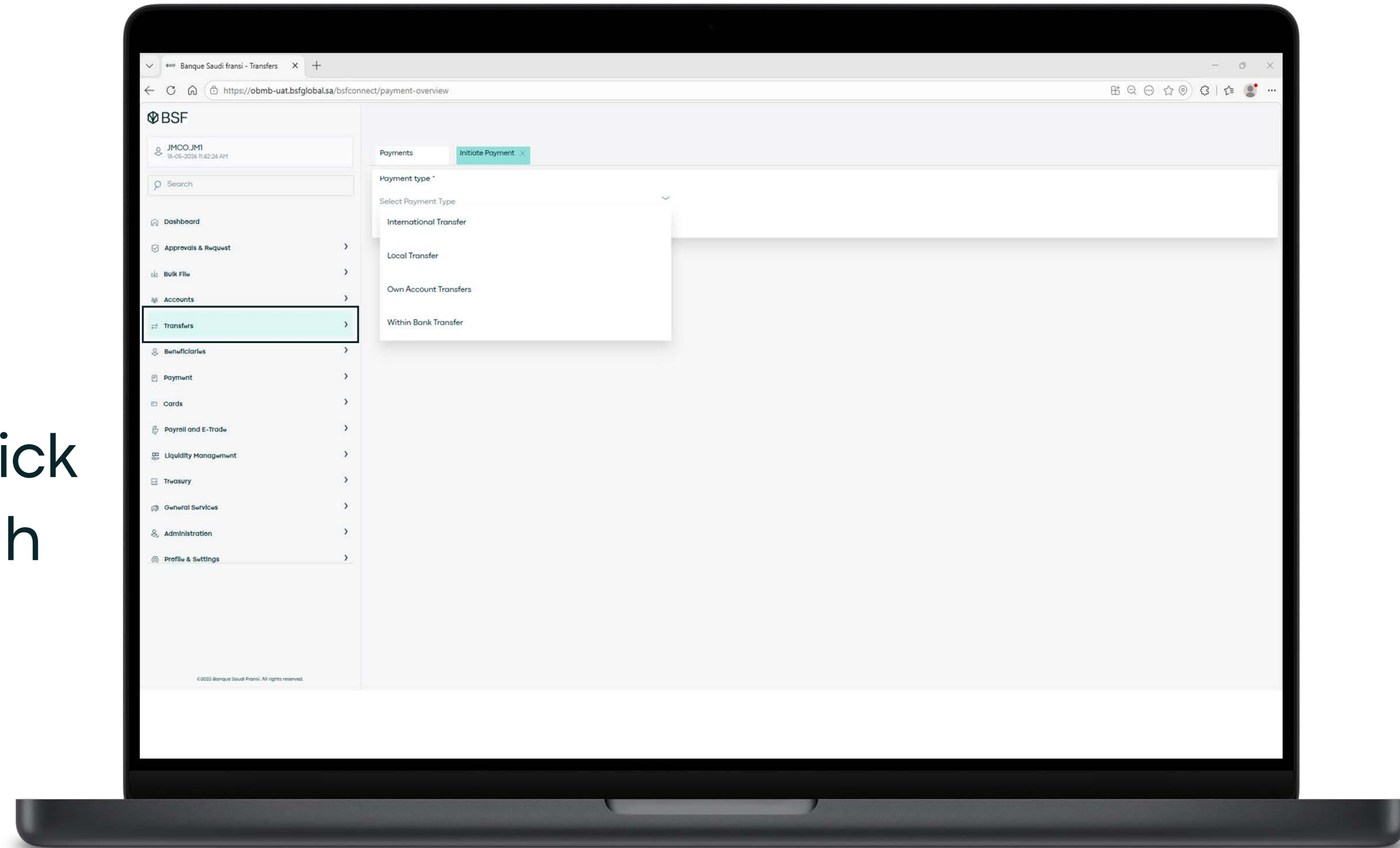
- Select the Debit Account and add the Transaction's details.



06

International Transfers:

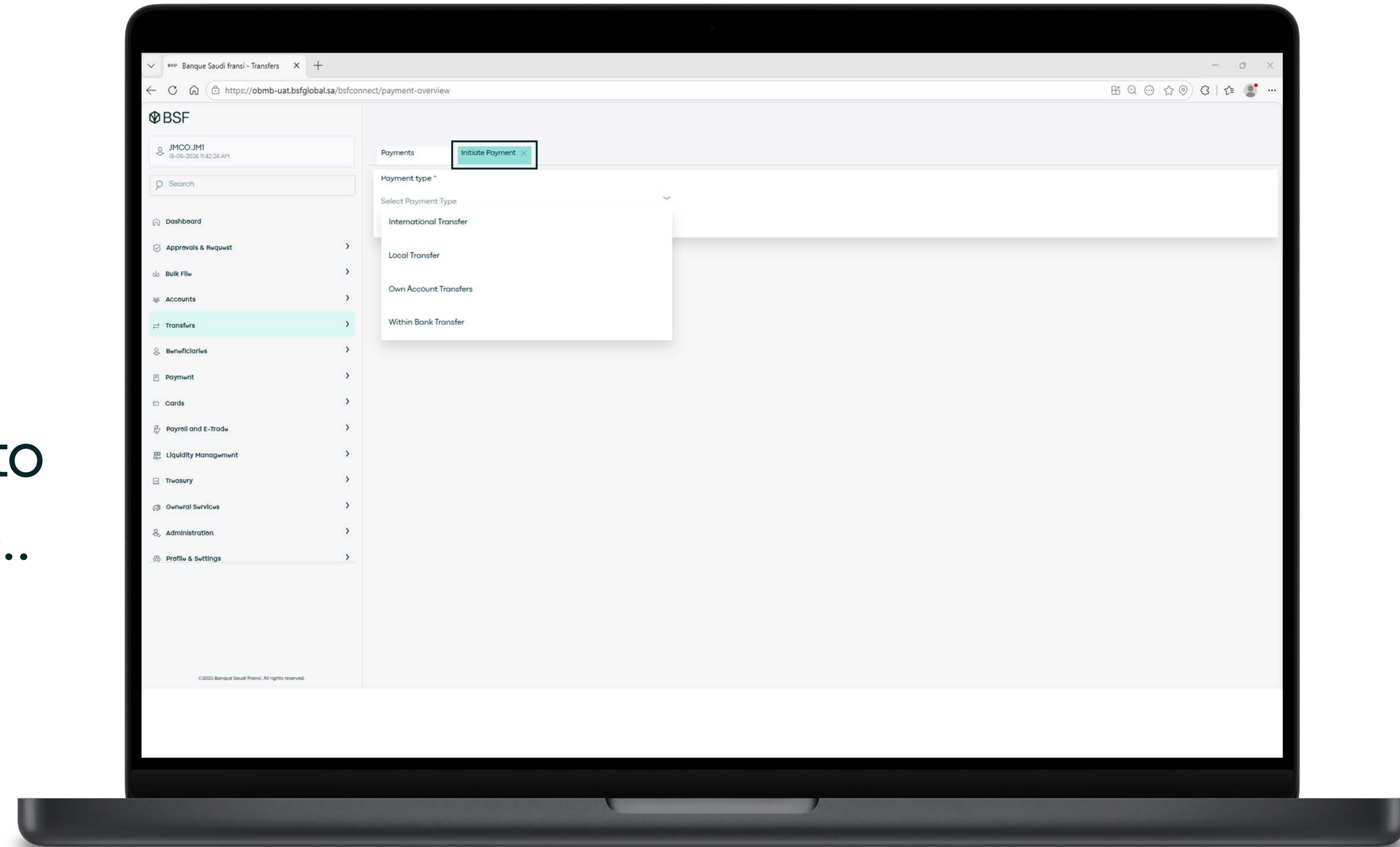
- you can access through “Quick Access” on the right or through the side menu on the left by clicking on “Transfers”.



06

International Transfers:

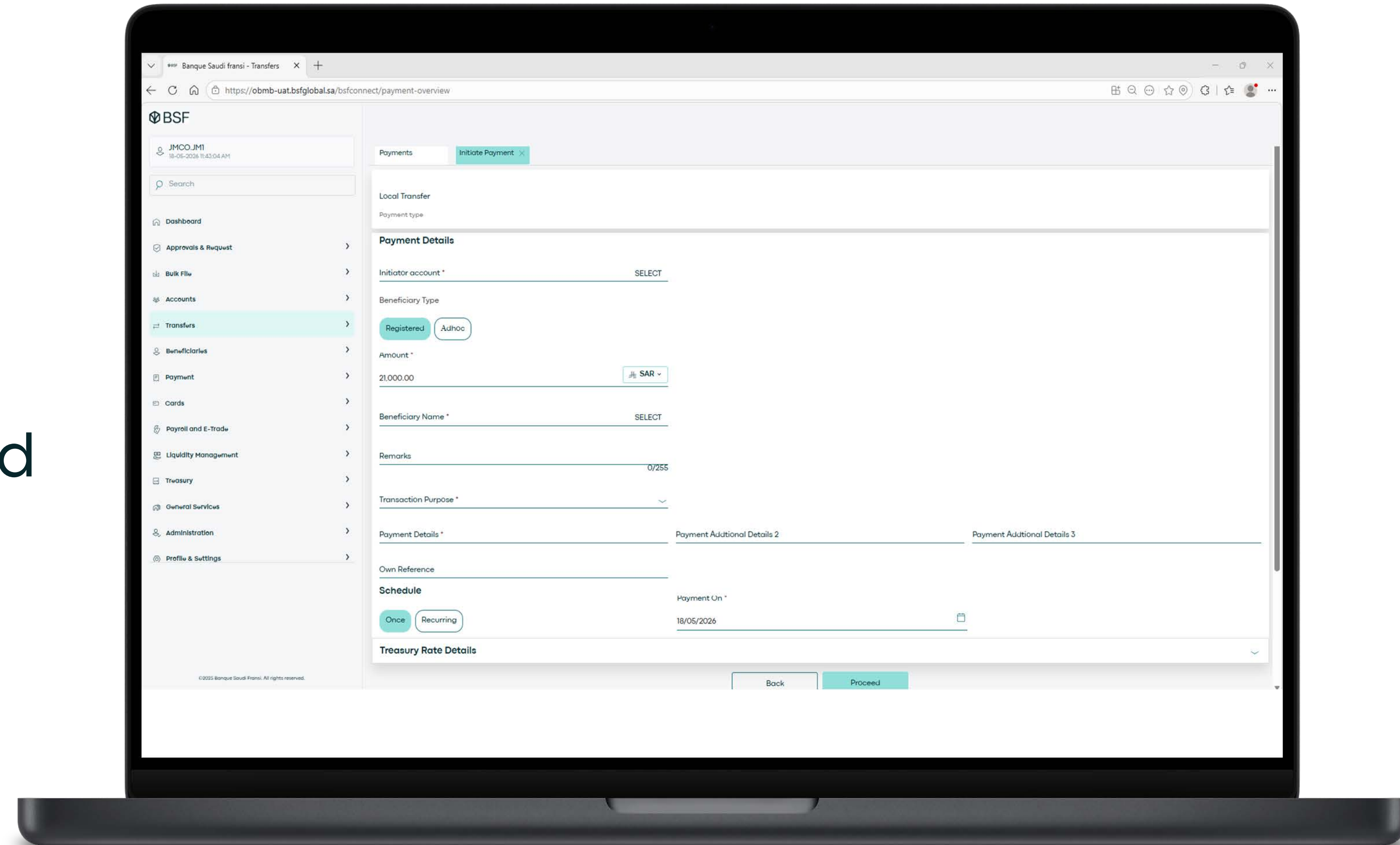
- Select the Initiate Payment to specify the local transfer type..



06

International Transfers:

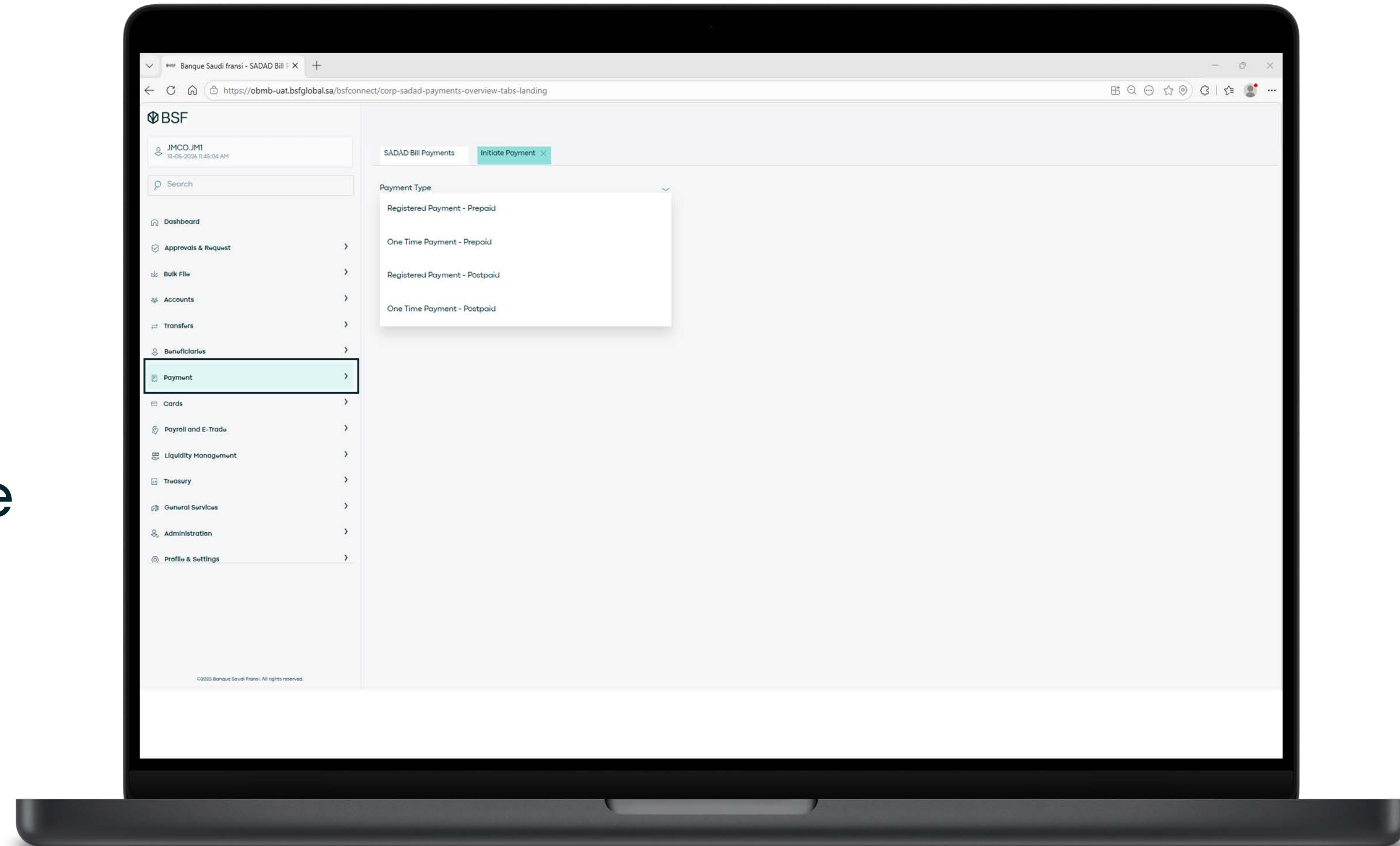
- Select the Debit Account and add the Transaction's details.



07

SADAD Services:

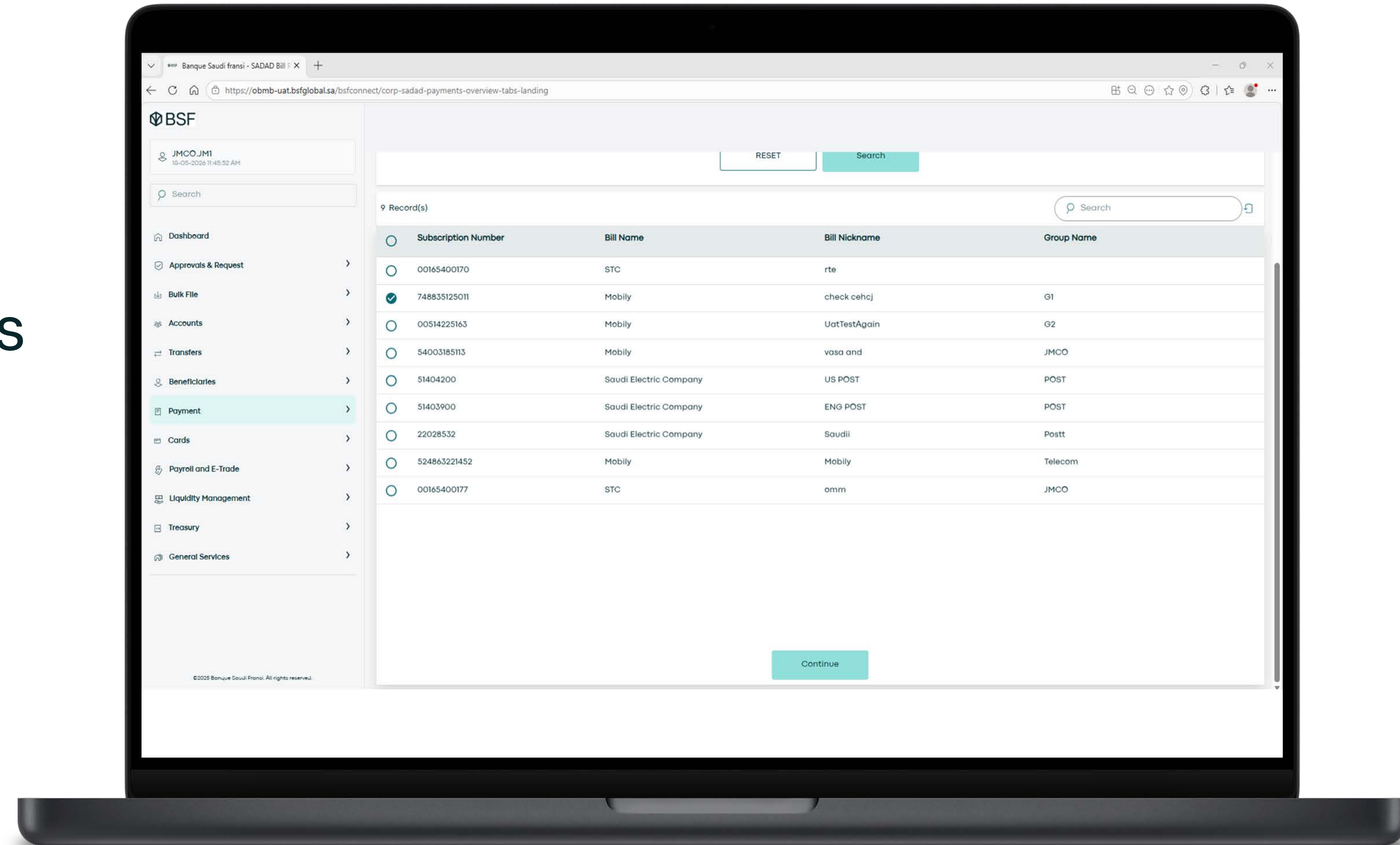
- Bill Registration: From the left side Menu, select Payment > SADAD Bill Payments > Initiate Payment
- Select the type of payment.



07

SADAD Services:

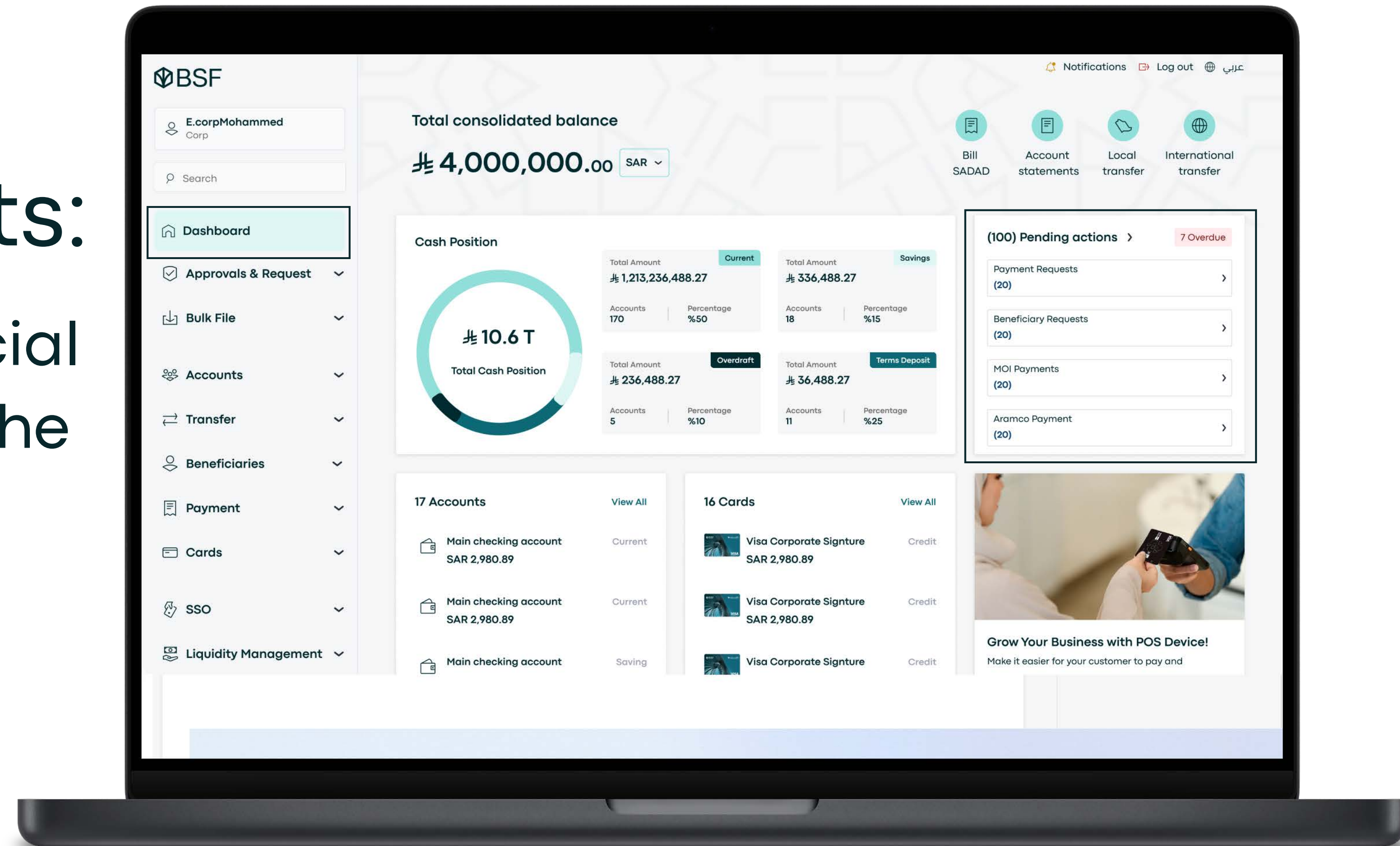
- Select the invoice, then press Continue.



08

Approvals & Requests:

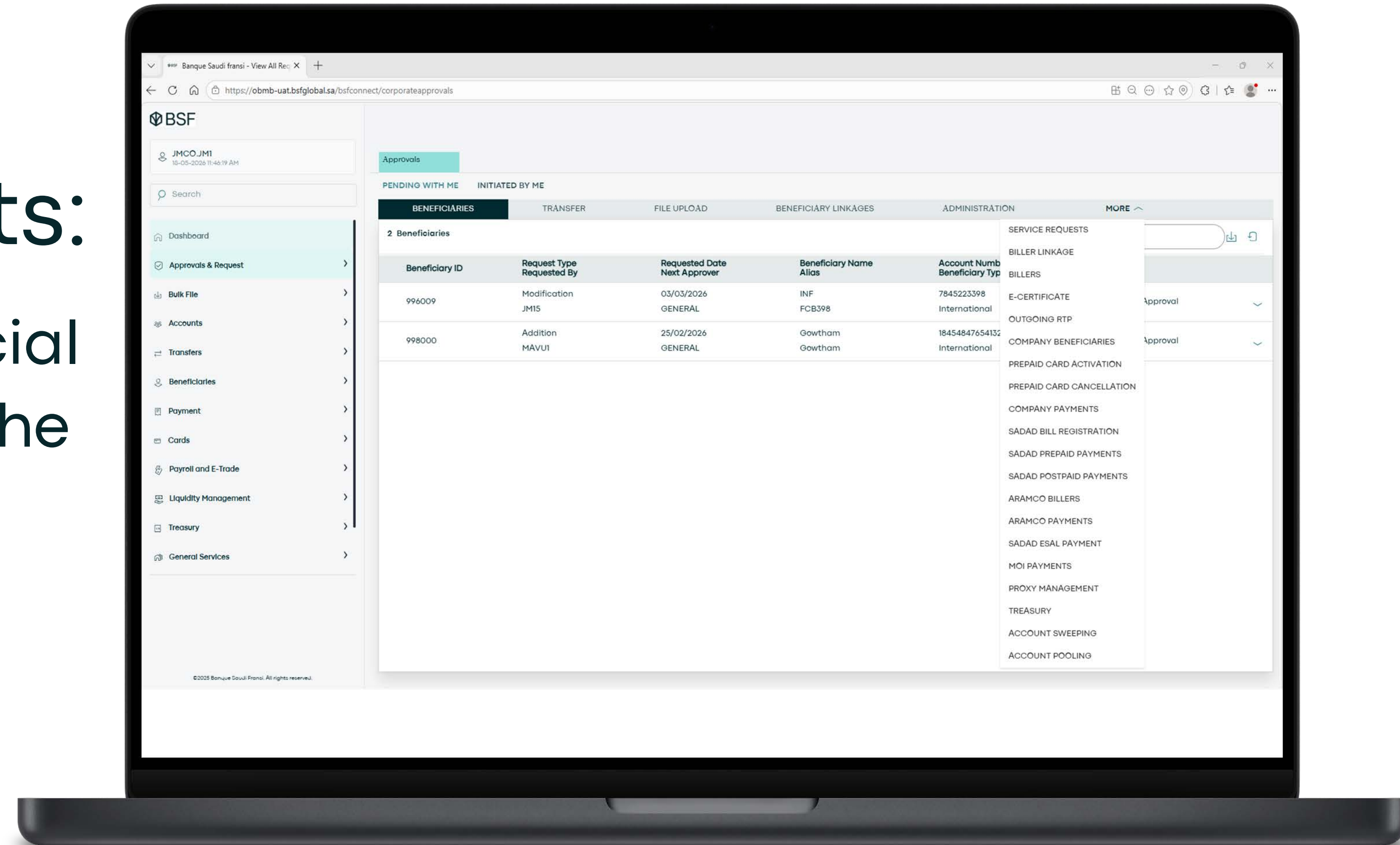
- All financial and non-Financial Services can be approved in the below menu.



08

Approvals & Requests:

- All financial and non-Financial Services can be approved in the below menu.



08

For Quick Access:

- From the main menu of the following services: Bill SADAD – Account Statement – Local Transfer International Transfer

