

## Accessing the Banks FTP site

- 1. Click on the following Banks Tech secure FTP site link. https://sftp.bankstech.com/login
- 2. Enter your username and password.

WARNING! The use of this service is restricted to authorized users only. All information on this system are subject to review,	bai	Client Lo	gin
monitoring and recording at any time, without notice or permission. Licers should have	1	Username	<b>^</b>
no expectation of privacy. Unauthorized access or use shall		Password	<b>^</b>
full extent of the law. Banks Technologies FTP services are for business use only. No personal use or files shall be stored on this site. Any deviation from these service policies are subject to removal of access.			Sign in
I have read and agree to the above terms and conditions.			
F	Request an Ac	count	

- 3. Click the checkbox if you have read and agree to the terms and conditions.
- 4. Click Sign in.
- 5. Enter the passcode from your authentication app, then click Sign in.

Please enter the code from your phone authenticator.					
	Your Code:	Sign in			



## Downloading files from the ftp site

- 1. Click on the folder with your company's name.
- 2. Select the appropriate folder based on the document you are downloading.

↑ M: / New Supplier Template							
S	C Check All Delete C Rename New Folder						
Q	Q Filter						
Nam	e						
<u>,</u>	Go Up	One Folder					
Corrective Action Requests (CARs)							
Drawings and 3D models							
PPAPs							
Quotes							
📄 ទ	Supplier Change Requests (SCRs)						
Т 📄	Technical Review Checklists						

3. Click on the file name to download the document.

A / M: / New Supplier Template / Quotes				
S 🖬	Check All	💼 Delete	🖸 Rename	New Folder
Q Filte	PL			
Name				
🛁 Go Up	One Folder			
<b>50304</b>	_A.xlsx			
50307	_A.docx			



## Uploading files to the ftp site

- 1. Click on the folder with your company's name.
- 2. Select the appropriate folder based on the document you are uploading.

↑ M: / New Supplier Template						
C	C 🖸 Check All 🛱 Delete C Rename Tww Folder					
Q	Q Filter					
Nam	e					
≓ G	o Up	One Folder				
c	Corrective Action Requests (CARs)					
D 📄	Drawings and 3D models					
P	PPAPs					
<u> </u>	Quotes					
s 📄	Supplier Change Requests (SCRs)					
Te	Technical Review Checklists					

3. Click on Add Files...and the select the files you wish to upload from your computer's file explorer.



4. Click on Start Upload to upload the selected files.