

# View Credit Card Statements through Business Atlantic Online



1. Log in to Business Atlantic Online at [www.atlabank.com](http://www.atlabank.com) with your user credentials.

**AtlanticOnline**  
Business Online Banking

BUSINESS LOGIN

User:

Enter the Characters that appear below

Token Password:

2. All credit cards linked to your Business Atlantic Online profile will be displayed as shown below.

## Credit Card

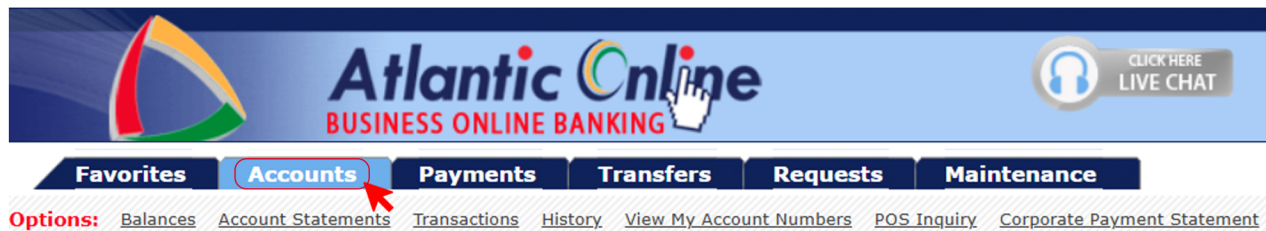
| Card No.  | Description | Currency | Limit     | Available | Detail               | Pay                 |
|-----------|-------------|----------|-----------|-----------|----------------------|---------------------|
| *****7903 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |
| *****8044 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |
| *****4574 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |

Each physical card is identified by the last four digits of its card number. Your business's physical cards will appear in the list and can be recognized by these digits.

You will also see a principal card, which is used only for generating online account statements and is **not** a physical card issued to any cardholder.

**Note:** To rename a credit card for easier identification, refer to **Step 7: Changing the Card Description**.

3. Select the 'Accounts' tab from the main menu.



4. Choose the principal credit card to view all transactions, or select any other credit card to view transactions specific to that cardholder.

#### Credit Card

| Card No.  | Description | Currency | Limit     | Available | Detail               | Pay                 |
|-----------|-------------|----------|-----------|-----------|----------------------|---------------------|
| *****7903 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |
| *****8044 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |
| *****4574 | CREDIT CARD | USD      | 75,000.00 | 53,090.49 | <a href="#">View</a> | <a href="#">Pay</a> |

5. After selecting the principal card, the Online Account Statement will automatically display the current billing cycle's statement.

**ONLINE ACCOUNT STATEMENT**

|                       |                        |
|-----------------------|------------------------|
| <b>Account</b>        | 7903 CREDIT CARD (USD) |
| <b>Type of Search</b> | By periods             |
| <b>Periods</b>        | Last Cutoff            |
| <b>Options</b>        |                        |

|     | Credit Limit | Available Balance | Current Closing Date | Payment Due Date |
|-----|--------------|-------------------|----------------------|------------------|
| BZD | 150000.00    | 84448.76          | 10/06/25             | 30/06/25         |
| USD | 75000.00     | 42224.38          |                      |                  |

| No. | Date     | Reference     | Description           | Symbol | BZD    | USD      |
|-----|----------|---------------|-----------------------|--------|--------|----------|
| 1   | 13/05/25 | 0000123306539 | NETFLIX.COM 866-579-  | 0      |        | 7.99     |
| 2   | 13/05/25 | 0000123344368 | GEICO *AUTO 800-841-  | 0      |        | 277.68   |
| 3   | 13/05/25 | 0000123389971 | UNITED01624860738373  | 0      |        | 1,156.97 |
|     |          |               | HOUNSLOW              |        |        |          |
| 4   | 13/05/25 | 0005134002902 | INVOICE REVERSAL      | 0      |        | -56.00   |
| 5   | 13/05/25 | 0005134002903 | INVOICE REVERSAL      | 0      |        | -56.00   |
| 6   | 13/05/25 | 0005134003122 | INVOICE REVERSAL      | 0      |        | -56.00   |
| 7   | 14/05/25 | 0000123344369 | WHOOB BOSTON          | 0      |        | 537.99   |
| 8   | 14/05/25 | 0000123344370 | WHOOB BOSTON          | 0      |        | 647.64   |
| 9   | 14/05/25 | 0000123389941 | ADOBE *ADOBE 40853660 | 0      |        | 19.99    |
| 10  | 14/05/25 | 0005134004768 | GOOGLE *Google One    | 0      |        | 19.99    |
|     |          |               | 650-253-              |        |        |          |
| 11  | 14/05/25 | 0005135002856 | UNITED01644964767375  | 0      |        | 12.99    |
|     |          |               | HOUNSLOW              |        |        |          |
| 12  | 15/05/25 | 0000117819645 | PAYMENT RECEIVED      | 0      |        | -51.00   |
|     |          |               | ....THANK YOU         |        |        |          |
| 13  | 15/05/25 | 0000117819677 | PAYMENT RECEIVED      | 0      |        | -2.00    |
|     |          |               | ....THANK YOU         |        |        |          |
| 14  | 15/05/25 | 0000117819913 | PAYMENT RECEIVED      | 0      | -25.00 |          |
|     |          |               | ....THANK YOU         |        |        |          |
| 15  | 15/05/25 | 0000117819935 | PAYMENT RECEIVED      | 0      |        | -52.00   |
|     |          |               | ....THANK YOU         |        |        |          |
| 16  | 15/05/25 | 0000117819945 | PAYMENT RECEIVED      | 0      | -27.00 |          |
|     |          |               | ....THANK YOU         |        |        |          |
| 17  | 15/05/25 | 0000117825773 | PAYMENT RECEIVED      | 0      | -35.74 |          |

|     | Previous Balance | (+) Charges | (-) Payments | (=) Full Payment | Minimum Payment |
|-----|------------------|-------------|--------------|------------------|-----------------|
| BZD | 2,589.01         | 1345.68     | 2,365.60     | 1,569.10         | 65.68           |
| USD | 28,237.33        | 41031.73    | 48,543.71    | 20,725.35        | 1,052.59        |

[Pay](#)

6. Select the additional card to view transactions specific to that cardholder.

**ONLINE ACCOUNT STATEMENT**

|                   |                                                                                                                                                                                                                                                       |                  |                                                                                     |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------|
| Account           | *****4574 CREDIT CARD (USD )                                                                                                                                                                                                                          |                  |                                                                                     |
| Type of Search    | Search movements ▼                                                                                                                                                                                                                                    |                  |                                                                                     |
| Search Parameters | Initial Date:                                                                                                                                                                                                                                         | 29/06/2025       |  |
|                   | Final Date:                                                                                                                                                                                                                                           | 07/07/2025       |  |
|                   | Amount:                                                                                                                                                                                                                                               | All Amounts ▼    |                                                                                     |
|                   | Check # Range                                                                                                                                                                                                                                         | 0                | 0                                                                                   |
|                   | Transaction:                                                                                                                                                                                                                                          | Authorizations ▼ |                                                                                     |
| Options           |    |                  |                                                                                     |

| No. | Date       | Currency | Description                                | Amount   |
|-----|------------|----------|--------------------------------------------|----------|
| 1   | 06/07/2025 | USD      | EXPEDIA 73165636621887 EXPEDIA.COM USA     | 874.66   |
| 2   | 06/07/2025 | USD      | AMAZON, 73165631234887 -AMAZON.COM USA     | 1,067.13 |
| 3   | 06/07/2025 | USD      | WALMART, 73165631234887 -WALMART.COM USA   | 12.15    |
| 4   | 07/07/2025 | USD      | NETFLIX, 73165912343649 -NETFLIX.COM USA   | 869.82   |
| 5   | 07/07/2025 | USD      | ROME2RIO, 73246812343649 -ROME2RIO.COM MEX | 523.92   |

I. **By Period** – View statement for a specific date range.

II. **Search Movements** – Search transactions using detailed filters.

III. **Transaction Type:**

- Select **'Transactions'** - to view the settled transactions.
- Select **'Authorizations'** – to view pending or floating transactions.

**Note:** Statements and transaction history can be downloaded in PDF or Excel format.

## 7. Rename a Credit Card (Alias Change) for easier identification of cardholders:

- I. Go to the 'Requests' tab.
- II. Select 'Alias Change'.
- III. Update the card description (e.g., *John Doe*).

The screenshot shows the Atlantic Online Business Online Banking interface. The top navigation bar includes 'Favorites', 'Accounts', 'Payments', 'Transfers', 'Requests' (highlighted), and 'Maintenance'. Below the navigation bar, the 'Options' section shows 'Stop Payment' and 'Alias Change' (highlighted). The 'Alias Change' form is displayed, showing the account number '\*\*\*\*\* 7903', the old alias 'Principal Cards', and a new alias field. The form includes 'Process' and 'Cancel' buttons. A 'HELP' section on the left states: 'Changes can be made to Alias here.'

## IV. This custom name will appear in your list for easy reference.

Credit Card

| Card No.  | Description    | Currency | Limit     | Available                      | Detail | Pay                 |
|-----------|----------------|----------|-----------|--------------------------------|--------|---------------------|
| *****7903 | Principal Card | USD      | 75,000.00 | 53,090.49 <a href="#">View</a> |        | <a href="#">Pay</a> |
| *****8044 | John Doe       | USD      | 75,000.00 | 53,090.49 <a href="#">View</a> |        | <a href="#">Pay</a> |
| *****4574 | Jane Doe       | USD      | 75,000.00 | 53,090.49 <a href="#">View</a> |        | <a href="#">Pay</a> |