

## HOW TO PAY

### STEP BY STEP GUIDELINE

#### Bank in Cheques at Public Bank Cheque Machines

Cheques Deposit & Fund Availability (Notice from PBB website)

<https://www.pbebank.com/Personal-Banking/Rates-Charges/Payment-Services-and-Fees/Cheques-Deposit-Funds-Availability.aspx>

#### Notice for Cheques Deposit and Funds Availability

1. Funds for cheques deposited on Business Days (Monday-Friday) will be available as follows:

| Cheques Deposited | House Cheque                   | Local Cheque                          |
|-------------------|--------------------------------|---------------------------------------|
| Before 4.00 p.m.  | Same Day at 8.00 p.m.          | Next Business Day at 8.00 p.m.        |
| After 4.00 p.m.   | Next Business Day at 8.00 p.m. | Third (3rd) Business Day at 8.00 p.m. |

2. Cheques deposited on a Non-Business Day (Friday\*, Saturday, Sunday and Federal Territory holiday) will be processed on the next business day.

\*Applicable to Kelantan and Terengganu only.

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#### Bank in Cheques at Public Bank Cheque Machines

- 1.** Walk in to any Public Bank Cheque Deposit Machine
- 2.** Select your preferred language
- 3.** Select “Bill Payment” at the main menu
- 4.** Select “AEON” on the payee screen
- 5.** Key in your agreement number/credit card number
- 6.** Key in your contact number
- 7.** Key in amount of cheques you wish to pay
- 8.** Insert your cheque into Cheque Deposit Machine
- 9.** Select “YES” to proceed with payment
- 10.** Take your receipt