



Dear Valued Corporate Customer,

**We will be discontinuing cheque acceptance and acknowledgement over the branch counter with effect from 1 February 2018**

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You can deposit your cheques at any of our Cheque Deposit boxes or Cheque Deposit machines.

If you still wish to have an acknowledgement for cheque deposit, you can do so using the following services:

**1. Cheque Deposit machine**

- These machines are available at 3 locations: OCBC Centre / Orchard Gateway / Kallang Wave branches
- The cheque image (front) will be printed on the receipt once you have successfully deposited a cheque.
- The machine can accept bulk cheques deposit (maximum 30 pcs per deposit).

**2. Express Bulk Cheque Deposit (EBQD) service**

- You can deposit your cheques using security bags and the bank will acknowledge on the perforated slip that is attached to the security bag.
- Please approach our Business Banking Manager or Relationship Manager to subscribe for this service.

Please feel free to approach any of our branch staff if you need further assistance.

Alternatively, you can contact our Business Banking Commercial Service Centre at +65 6538 1111.

Thank you for banking with us.