

How to: Make an ATM Deposit.

If you would like to make a deposit at an ATM, please follow the steps below.

1. Take an envelope from the envelope compartment and insert your card in the flashing green slot.
2. ***Please select desired language.*** Select your language.
3. ***Please enter your 4-digit PIN. Press Enter/OK when complete.***
4. ***Would you like a receipt for your transaction?***
Press YES and you will receive confirmation you made a deposit.
Select a transaction.
5. Choose the **DEPOSIT** option on the screen.
If you are depositing **CASH**, enter the amount and press continue.
6. If you are depositing **CHEQUES**, enter the amount of the 1st cheque and then press next. Repeat this step until you've entered all your cheques. Then press continue.
7. If you are depositing **CASH and CHEQUES**, enter the cash amount and then the amount of the Cheque, then press continue.
8. Insert the **CASH and/or CHEQUES** you are depositing into the envelope and seal the envelope.
9. Insert the envelope in the flashing green envelope slot.
10. ***Would you like to make another transaction?*** Indicate if you would like to make other transactions by pressing YES or NO on the screen.
11. Please remove your card from the flashing green slot.
12. Take your receipt (which should indicate a successful deposit).