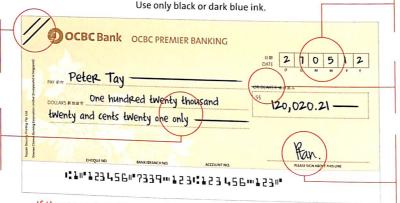
How to write a cheque

For personal cheques, cross the top left of the cheque like this. Do not cross if it is a cash cheque.

Write the amount payable in words followed by 'only' and a line. It must match the amount in figures.



Cheques will expire 6 months from this date. Post dated cheques will not be accepted.

For personal cheques, cross out 'OR BEARER'. Do not cross if it is a cash cheque.

Sign as per bank's records and within the line provided. If it is a joint account, a second signature is required.

If there are any writing mistakes, please issue a new cheque instead.

Cheques issued are subject to the bank's terms and conditions governing deposit accounts.

Call our hotline 1800 773 6437 immediately if any cheque is mislaid, lost or stolen.