

Preparing Your Banking

Bank To You® Pay In Guide

Cash Limits: £15,000 per collection

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- Straighten/flatten all notes
- · Band notes into denominations
- Place coin into sachets
- 'Brick' together banded notes
- Place any loose notes on top, finish with a paying in slip and secure using 2 elastic bands
- If depositing more than 1 smaller credit per bag use an elastic band to secure the monies to the associated credit

- Fold or roll notes
- Use staples or paper clips
- Use excessive packaging
- Place notes loose in Security Carrier Bags
- Place coin loose in Security Carrier Bags
- Place more than 250 in no more than 15 sachets in coin in your remittance
- Exceed cash limit of 15,000 per collection in no more than 2 bags

Notes per band				
£50 x 50 = £2,500				
£20 \times 50 = £1,000				
£10 \times 100 = £1,000				
£5 \times 100 = £500				
Coins per sachet				
£2 x 10 = £20				
£1 x 20 = £20				
$50p \times 20 = £10$				
$20p \times 50 = £10$				
$10p \times 50 = £5$				
5p x 100 = £5				
$2p \times 50 = £1$				
1p x 100 = £1				

Place all odd coins in a single sachet

Paying in slips

Please fill in all boxes including denomination totals and the overall total. Cash and cheques should go onto separate paying in slips.

Please note: The Bank reserves the right to make an additional charge to customers who don't adhere to these guidelines which are referenced in clause 6.4 of the Bank To You® product terms and conditions.