CIMB BANK | GHL — DCC Transaction Procedures

SALE (DCC)

Screen	Step
CIMB BANK — **Sale / Void / Settlement** (F1/F2/F3/F4)	1. Press F2 for Sale
Sale — Amt: RM 1.00 (F1/F2/F3/F4)	2. Key in amount and press **<enter>**
Please Tap Card RM1.00 Insert/Swipe/Enter Card No: (F1/F2/F3/F4)	3. Insert Card
Sale — Visa — Exp Dt (MM/YY): 02/21 — Analyzing response (F1/F2/F3/F4)	4. FX quote slip will be printed out
Select Currency MYR / USD — MYR 1.00 — FX RATE: 0.270068 MYR/USD — USD 0.37 (F1/F2/F3/F4)	6. Press F2 to select USD (home currency)
Sale RM — Enter PIN (F1/F2/F3/F4)	5. Cardholder to key in PIN (if any) and press ENTER
SIGN: (cardholder name) I agree to pay the above total amount According to the card issuer agreed	7. Obtain signature from card holder if signature needed for merchant copy
Sale Yes / No — Print Cust Copy (F1/F2/F3/F4)	8. Select F1 *Yes* to print customer copy

VOID

Screen	Step
CIMB BANK — **Sale / Void / Settlement** (F1/F2/F3/F4)	1. Press F3 for Void
Void Host: DCC — Prev / Next / Slct / Exit (F1/F2/F3/F4)	2. Press F2 to find host (DCC) and press F3 to select the host
Void — Merch Password: (F1/F2/F3/F4)	3. Key in password (Last 4 digit MID) and press **<enter>**
Void — Trace #: (F1/F2/F3/F4)	4. Key in receipt invoice no and press **<enter>**
Void VISA — Sale XXXXXXXXXXXX RM 1.00 — Prev / Next / Slct / Exit (F1/F2/F3/F4)	5. Press F3 to select
Void VISA Sale xxxxxxxxxxxxxxx RM 1.00 Enter to Confirm (F1/F2/F3/F4)	6. Press **<enter>** to confirm transaction details
Void VISA — Approved — Printing... (F1/F2/F3/F4)	7. Transaction approved Receipt printed. (merchant copy)
SIGN: (cardholder name) I agree to pay the above total amount According to the card issuer agreement	8. Obtain signature from card holder if signature needed for merchant copy
Void Yes / No — Print Cust Copy (F1/F2/F3/F4)	9. Select F1 *Yes* to print customer copy

SETTLEMENT

Screen	Step
CIMB BANK — **Sale / Void / Settlement** (F1/F2/F3/F4)	1. Press F4 for Settlement
Settlement Yes / No — All Host? (F1/F2/F3/F4)	2. Press F1 to select Yes
Settlement — Merch password (F1/F2/F3/F4)	3. Key-in merchant password and press **<enter>**
Settlement Merchant 1 — Processing ... (F1/F2/F3/F4)	4. Communicating with host for processing
Settlement successful (F1/F2/F3/F4)	5. Printing settlement report for processing