

Dear Respected TOB/RO/RM/CI/BM friends,

**Ref : Payment Cut Off Time.**

(A) Please do needful on **TIME**;

1. **Timely follow up to the Applicant for acceptance, payment and retirement of the documents.**
2. **Timely recommend-inform-coordinate-follow up with our CCOD, if facility limits to be inserted, increased or validity of the limits to be renewed.**
3. **Timely recommend CTFU team to send IMPORT DC PAYMENT by booking FORCE LOAN and also do needful to open Force Loan account timely, if required.**

(B) Dear respected friends, please do needful within **CTFU Payment Cut Off Time** as follows;

1. **Cut off time for NPR DC payments vide RTGS is 12 noon for Fridays and 3 pm for other days.**
  2. **Cut off time for FCY DC payments vide SWIFT is till banking hour 3 pm for Fridays and 5 pm for other days.**
- Hence, please do needful timely.

(C) Settlement of FCY transactions with Treasury must be done on **FCY Deal Confirmed Date**

1. If applicant/branch has applied and confirmed for retirement/payment of DC documents and FCY transaction deal has also been confirmed with Treasury Department by CTFU, then CTFU must settle the FCY transaction with Treasury **on the same date within the cut off time.**
2. The responsibility of concern applicant/TOB/RO/RM/CI/BM/Branch is to do needful on time.
3. Therefore, concern applicant/TOB/RO/RM/CI/BM/Branch must manage fund and or facility limits and accounts accordingly **on the same date within the cut off time** as mentioned above.

Hence, we kindly inform you that fulfillment of above-mentioned requirements are mandatory.

CC : to Provincial Managers and our reporting channel COO and DCEO for information.

Rds, CTFU Team. [ctfu@nccbank.com.np](mailto:ctfu@nccbank.com.np)

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