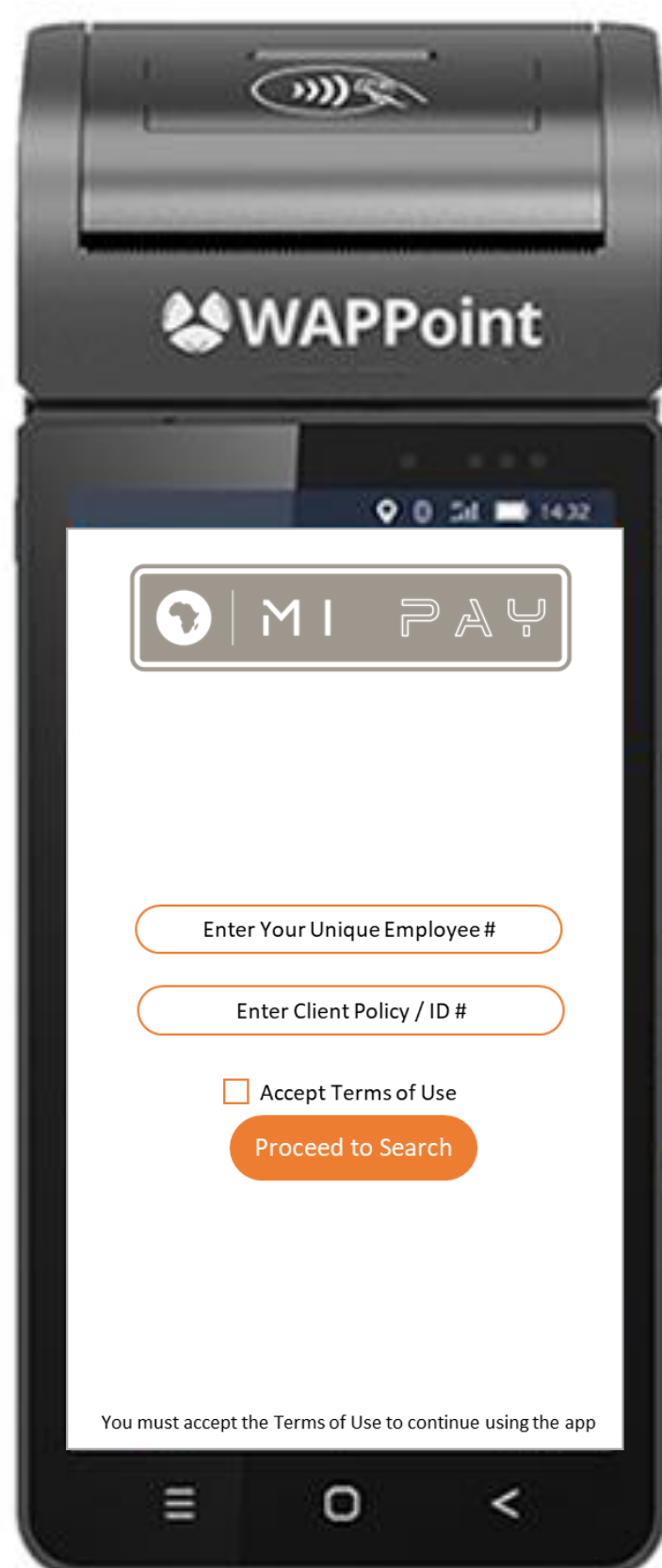
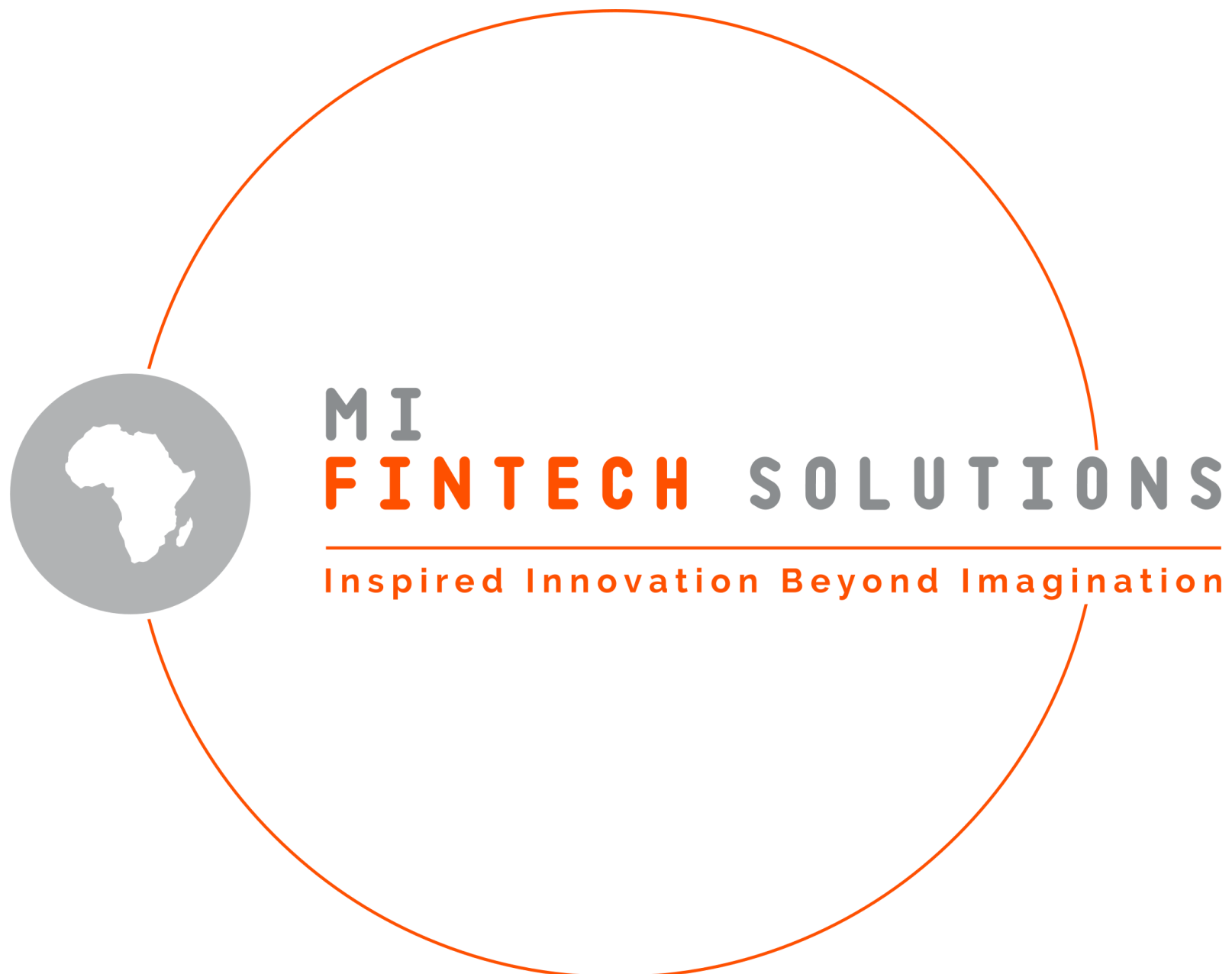




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A Product of





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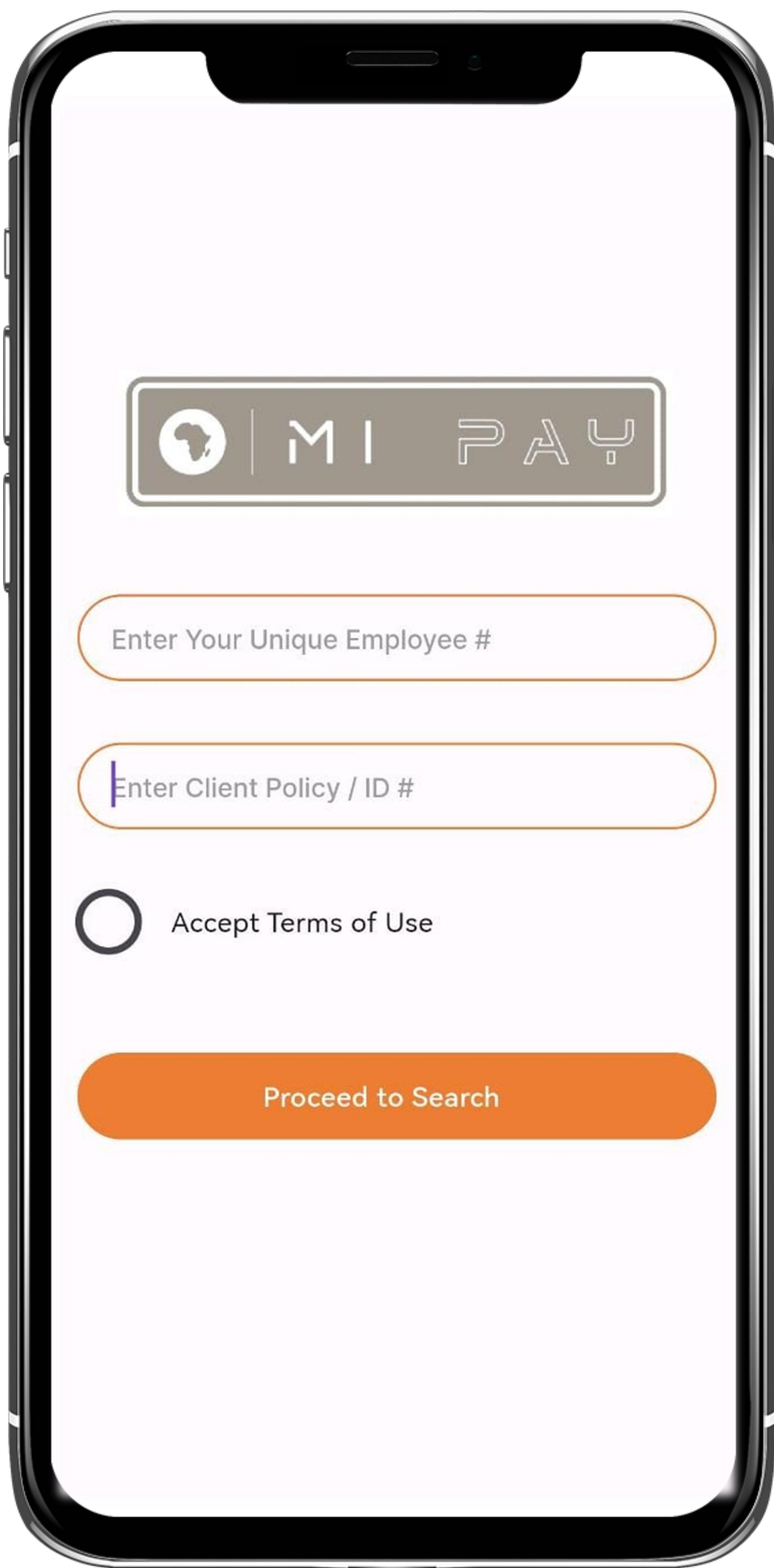
Sign-in





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Sign-in



First Step

Enter Your Employee number

- This is important to link the collection to the person performing the task
- If no employee number, MI Pay will not allow you perform a transaction



Second Step

Enter Client Policy or ID Number

- This is important to bring up the policy or policies that the client has
- If no policy, MI Pay will not proceed to perform the transaction



Third Step

Tick Accept Terms of Use

- This step is important to ensure compliance to the relevant legislative prescripts (i.e. Protection of Personal Information – client data)



Forth Step

Press Proceed to Search

- At this stage, MI Pay searched for the current client policy, payment history, etc to enable you to collect the premium



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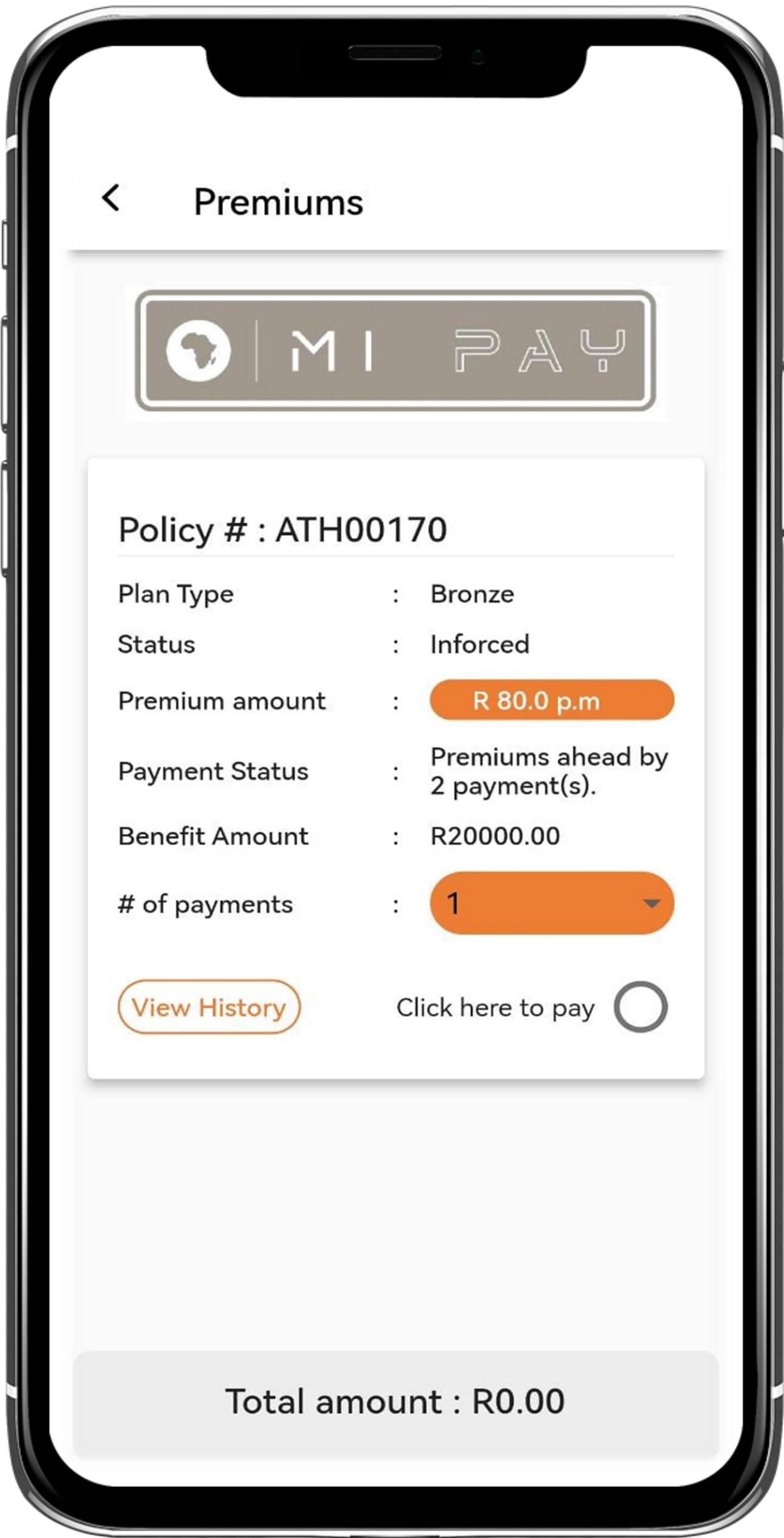
List of Policies





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List of Policies



Policy Information

- Here you will see the summary of the plans that the client has
- If you used the ID # to search, all client policies appear
- Details shown here starts with the policy number and include:

Plan Type & POLICY STATUS

Premium Amount & PAYMENT STATUS

Benefit Amount & # OF PAYMENTS MADE

View Payment History & “CLICK HERE TO PAY”



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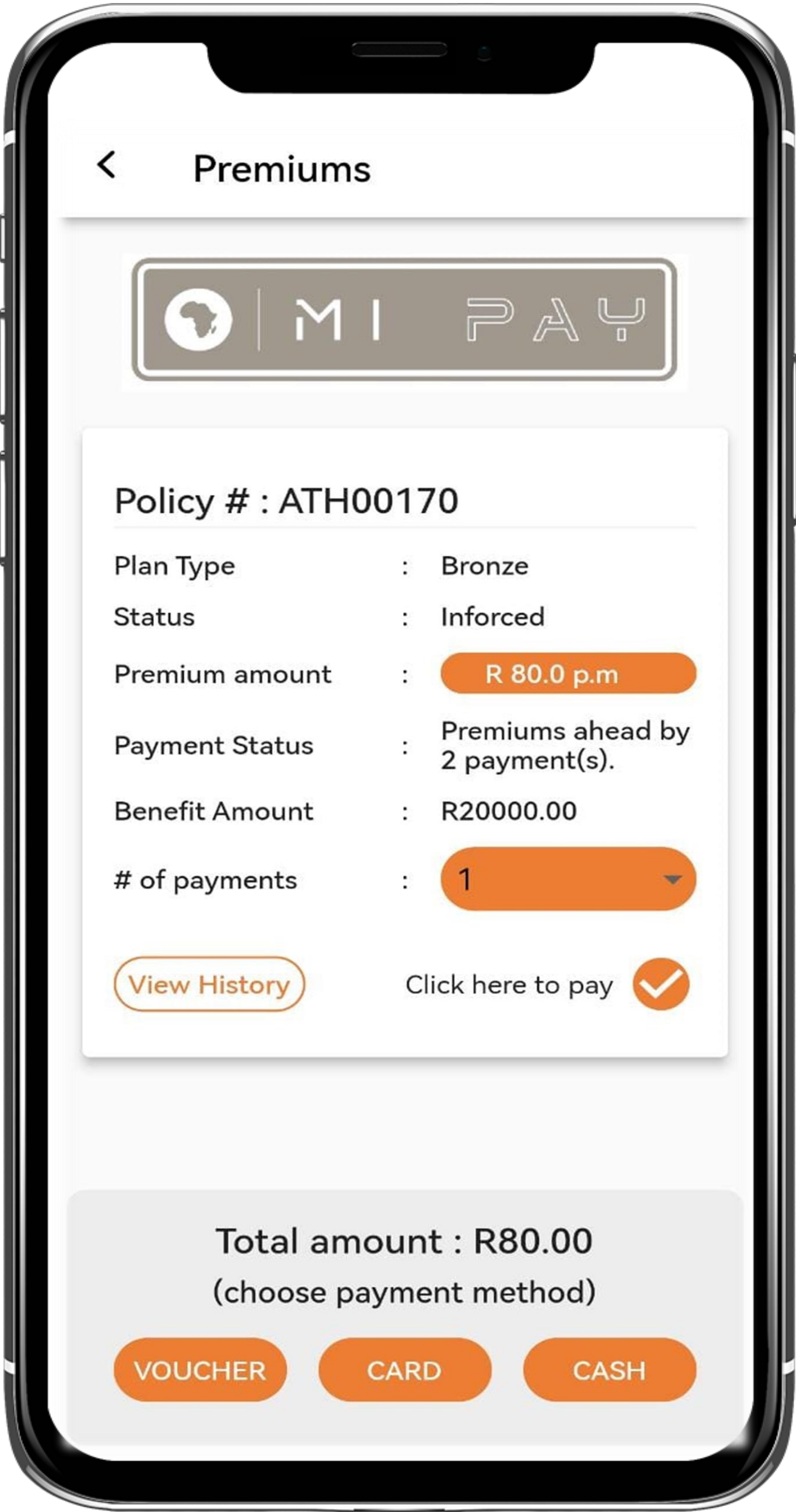
Payment Options





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Payment Options



Tick “Click here to pay”

Once you tick “Click here to pay”, three payment methods to choose from appears at the bottom with the total premium amount



Option 1 is Card

- With this method, the client use their bank card to pay for the premium



Option 2 is Cash

- With this option, the client pays for the premium using physical cash



Option 3 is Voucher

- This option allows the customer to buy a voucher from “FLASH” and pay without using “cash” in the branch



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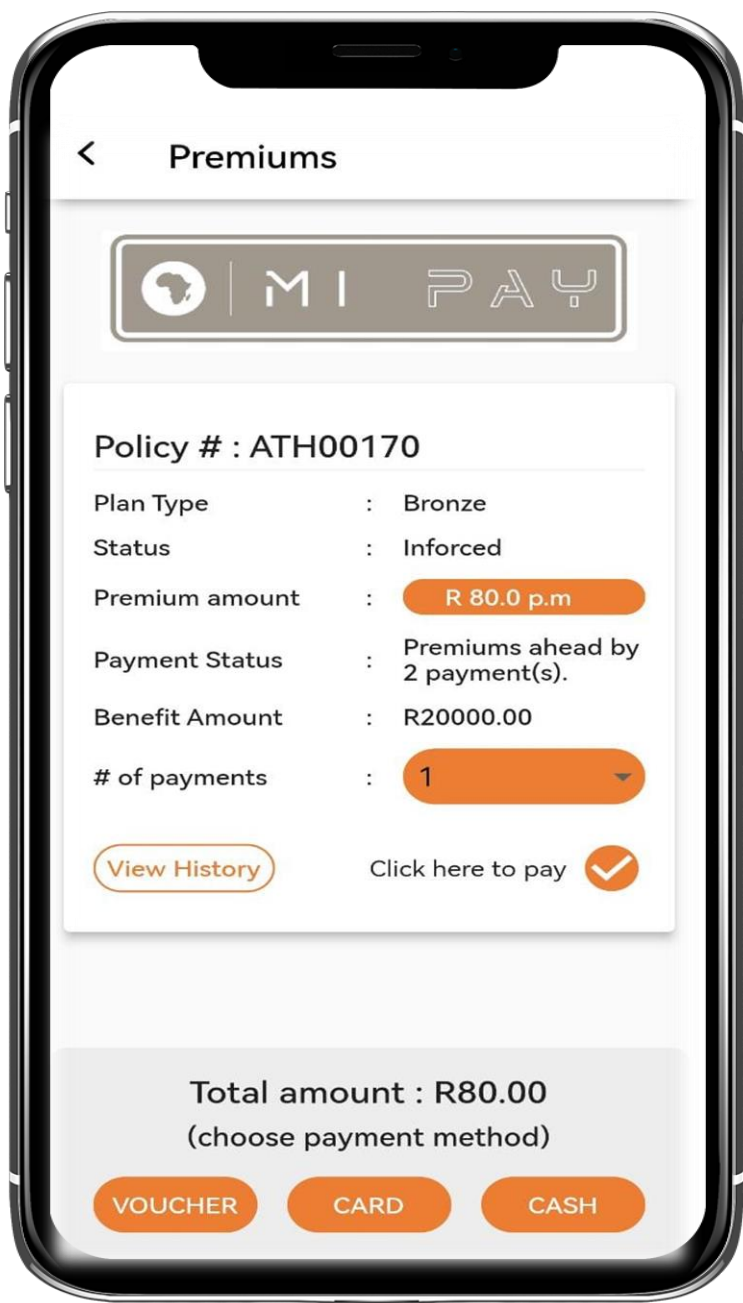
Payment Options



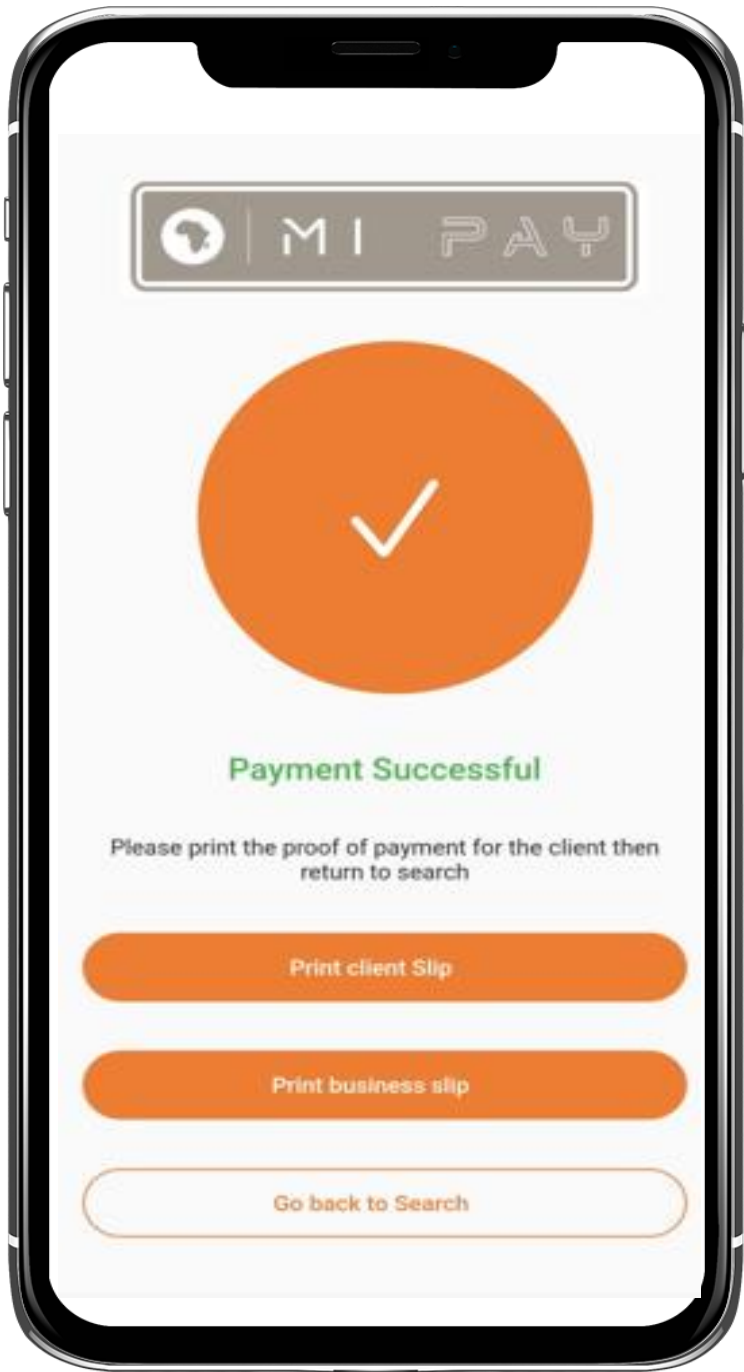


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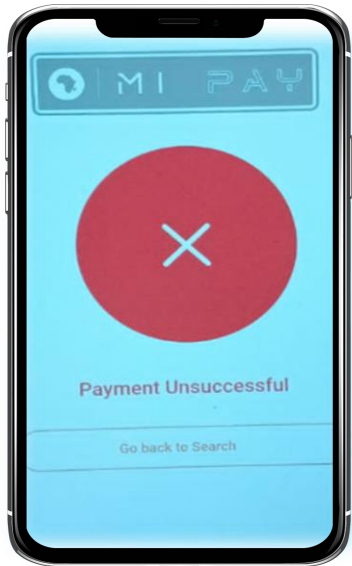
Card Option



Select Card

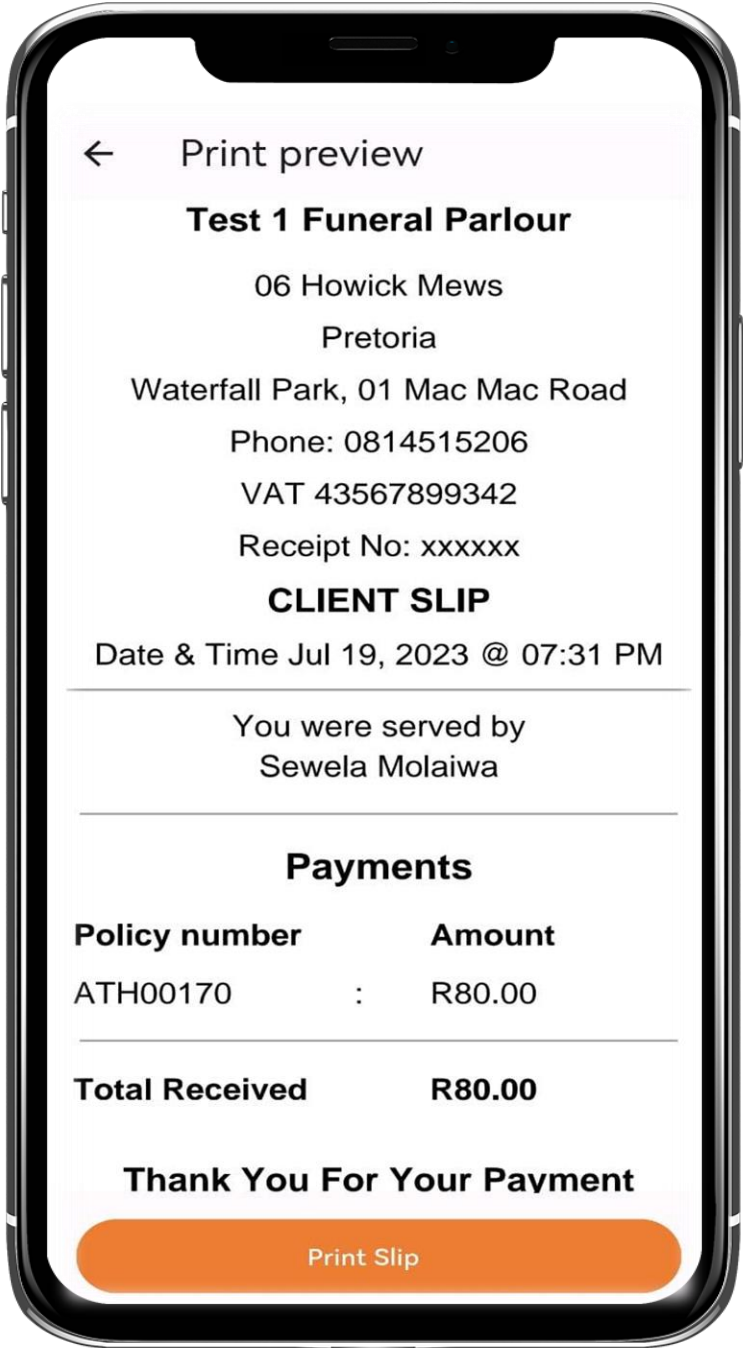


Swipe Card



Declined if Not Successful

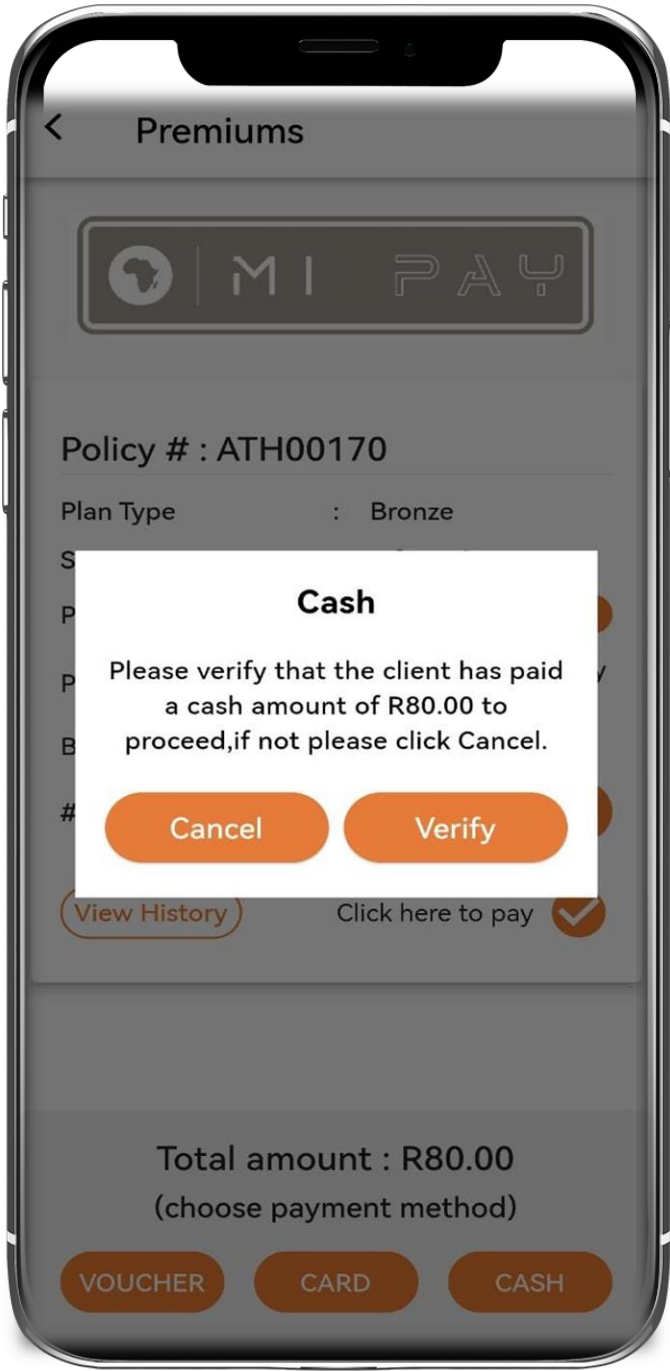
Slip Printed



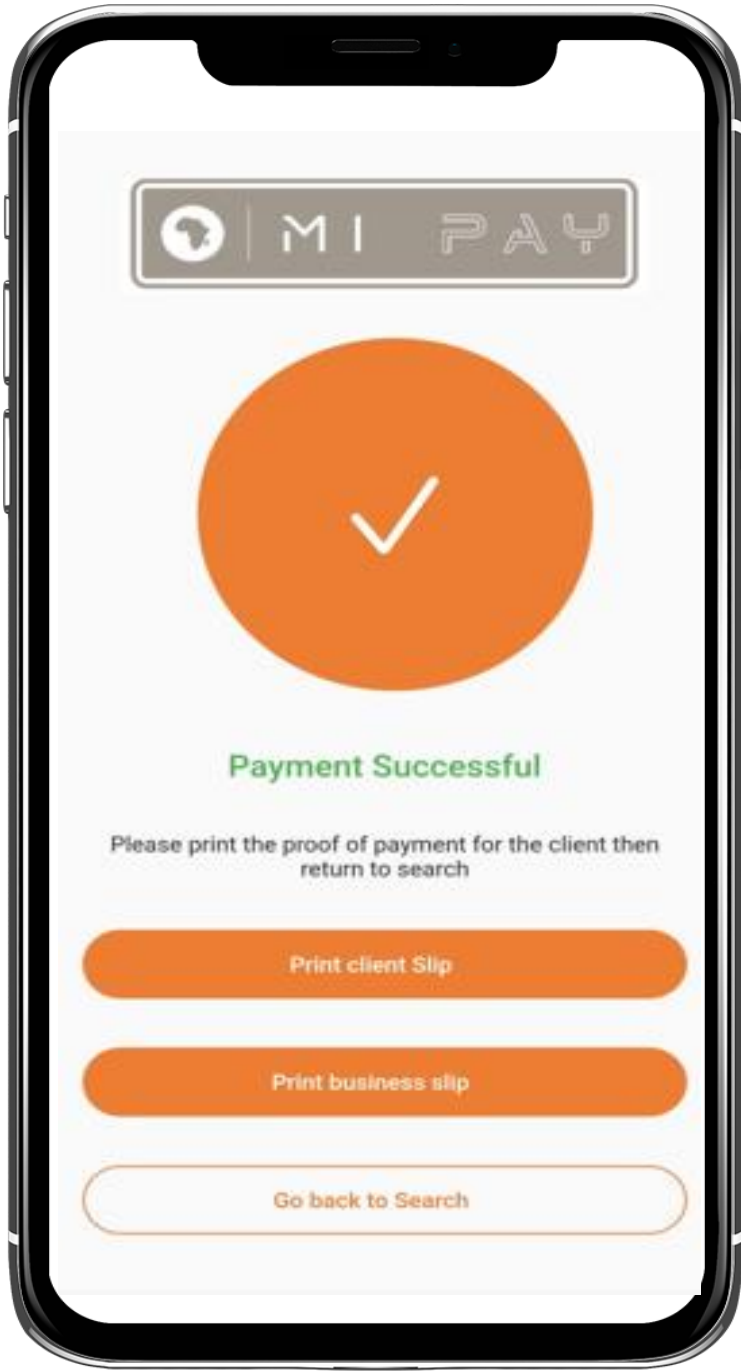


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Cash Option

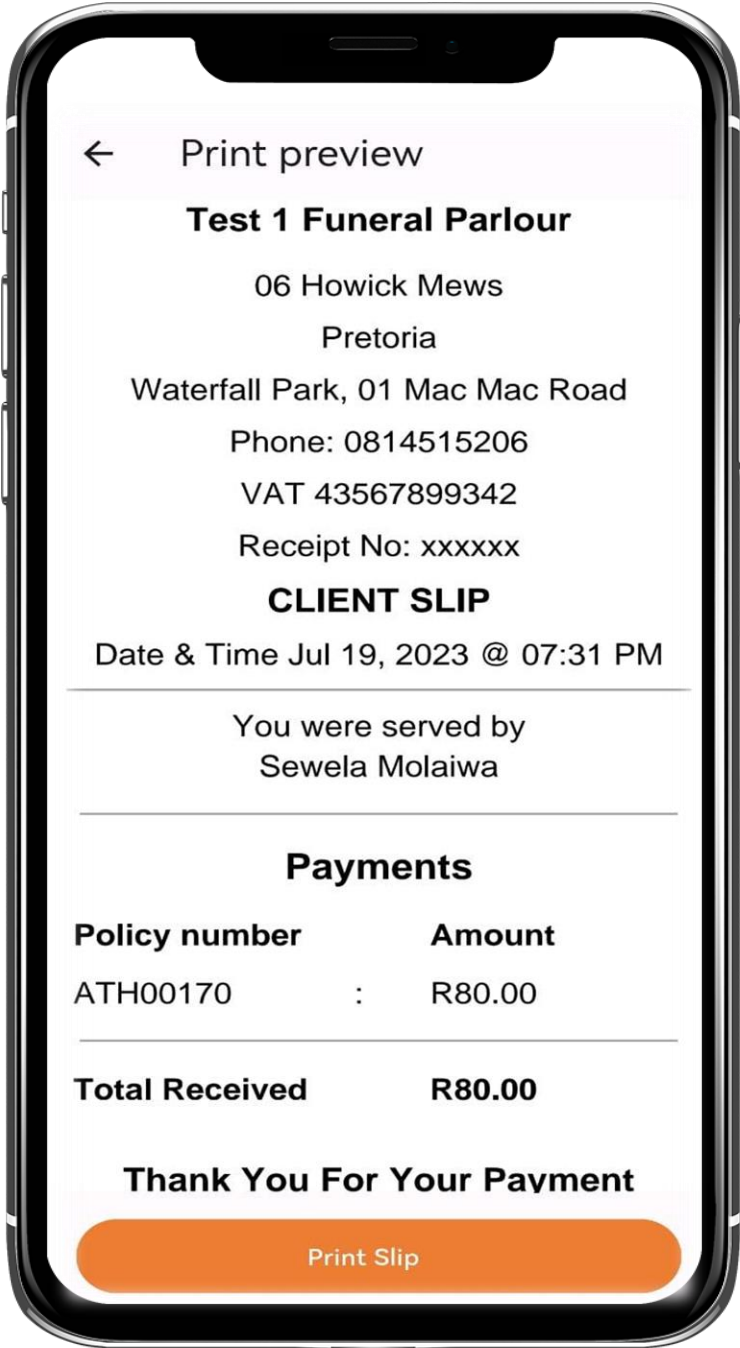


Select Cash
– Verify that the client has money



Transactions
Success

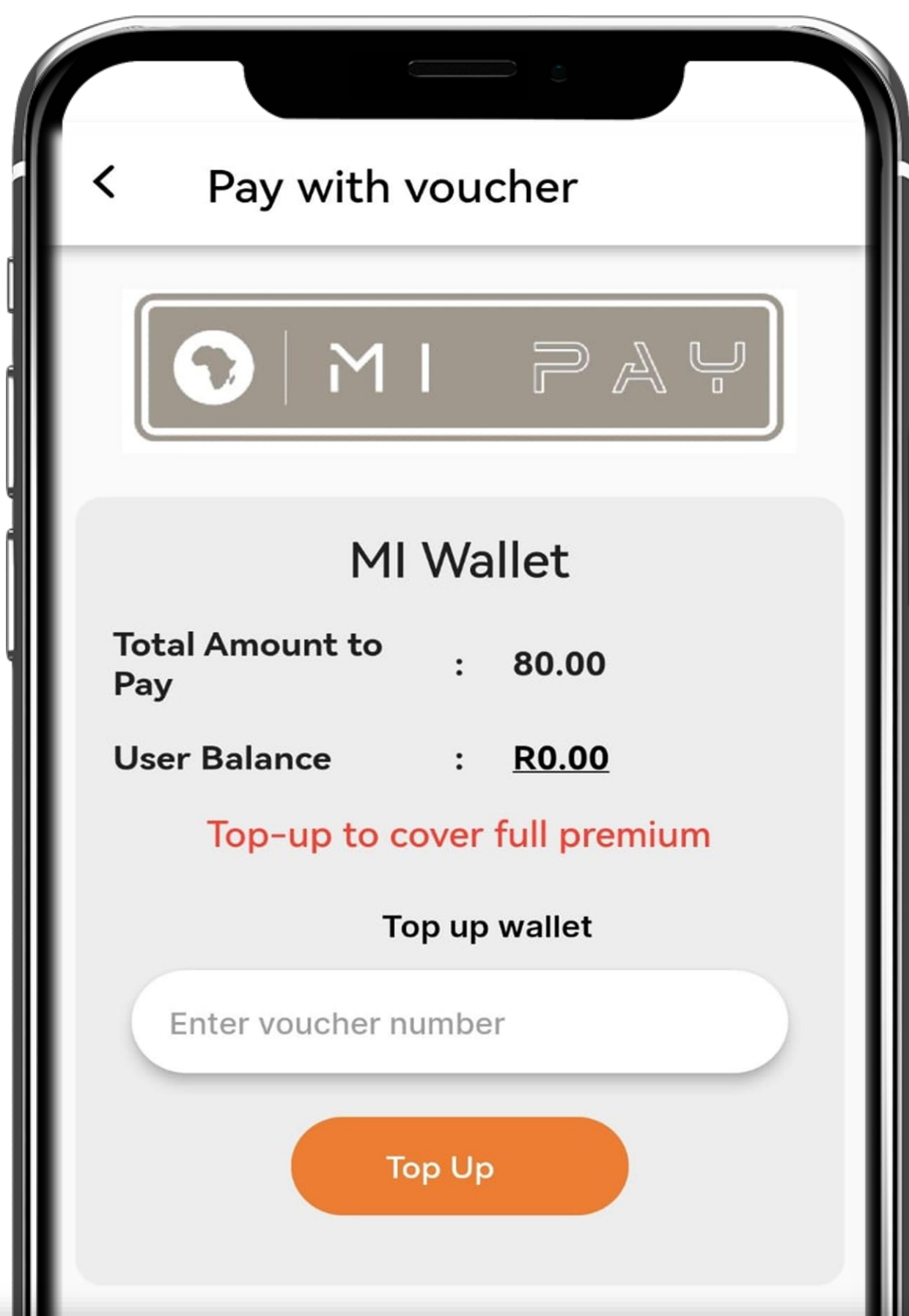
Slip Printed





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Voucher Option



Voucher Option
✓ Still to be approved





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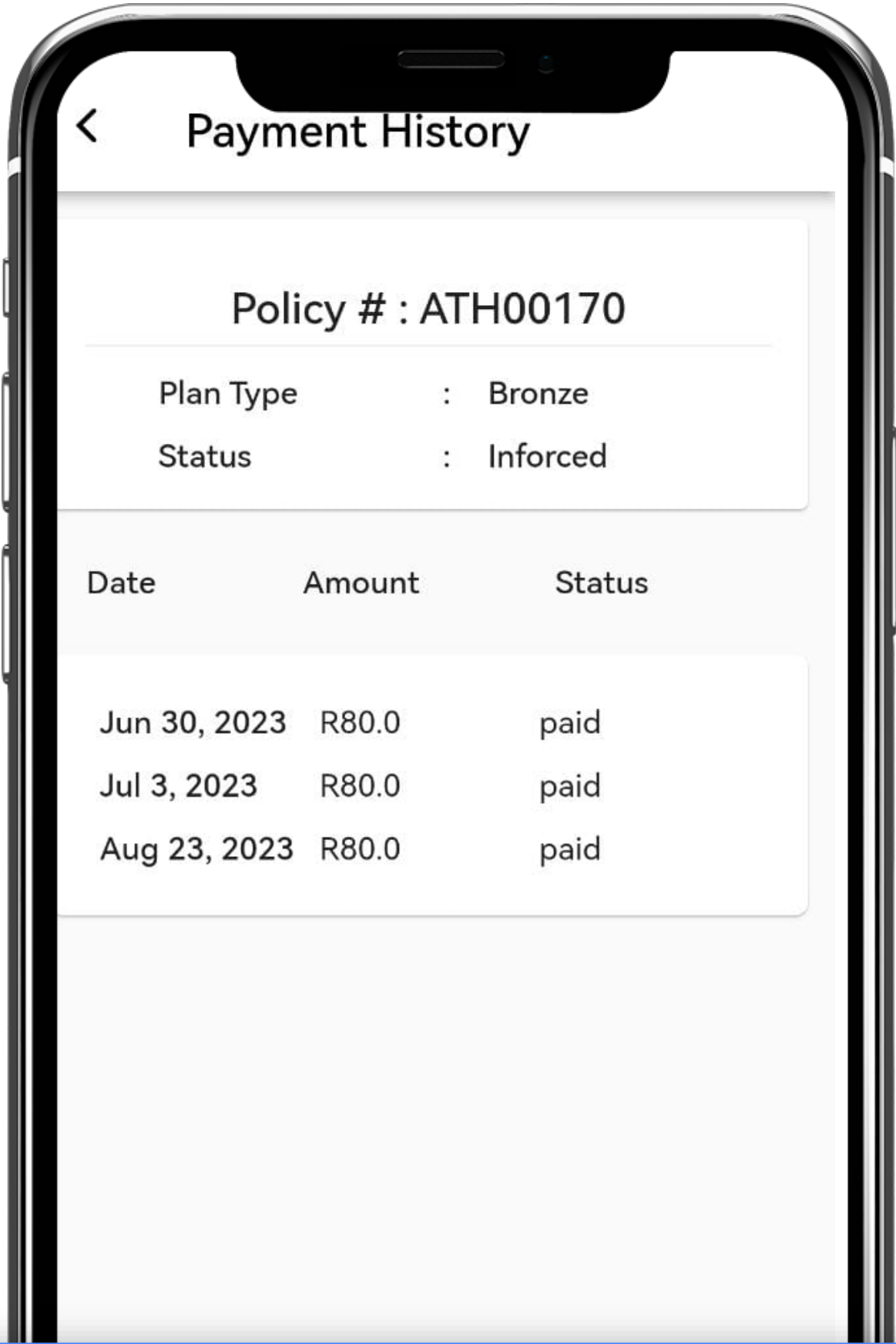
Payment Options





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Payment History



View Payment History

Should the client wish to know payment history, you can click “View History”

BUT CANNOT RE-PRINT

Approval For Re-Print Being Considered



**For Any Questions
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