Madhya Pradesh Gramin Bank

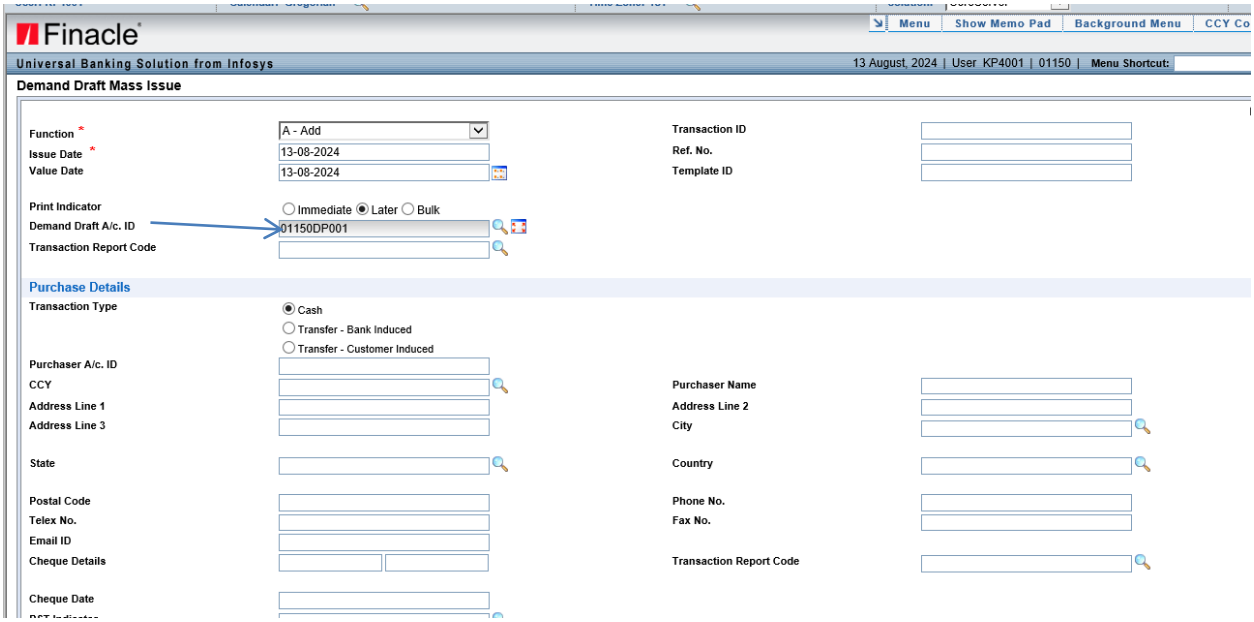
(A Joint Venture of Govt of India, MP Govt. & Bank of India)

MENU HDDMI- DEMAND DRAFT ISSUE

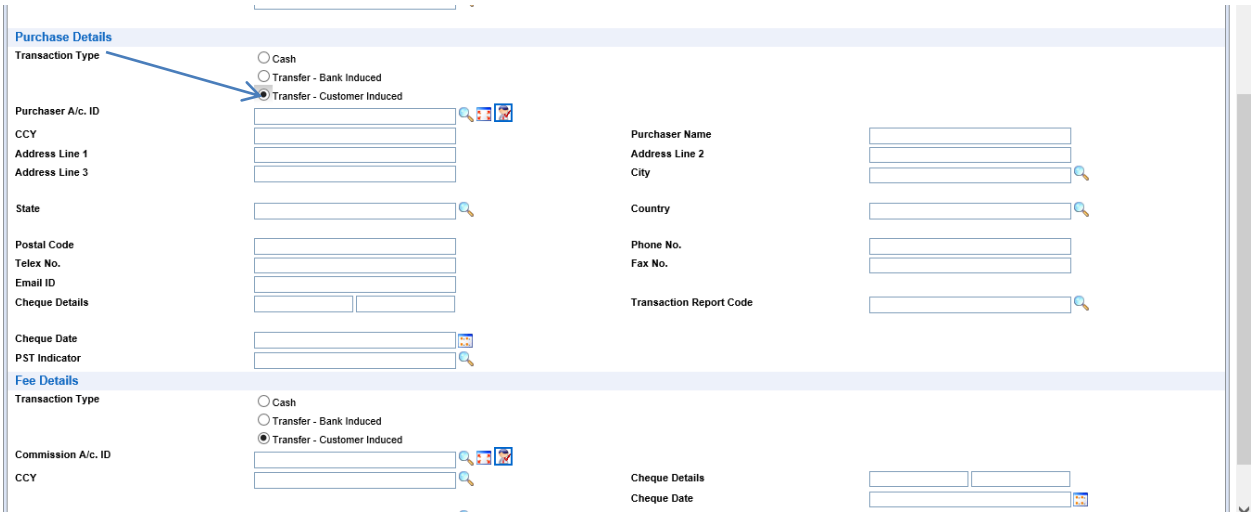
1- INVOKE THE MENU 'HDDMI'

2- SELECT FUNCTION AS 'ADD'

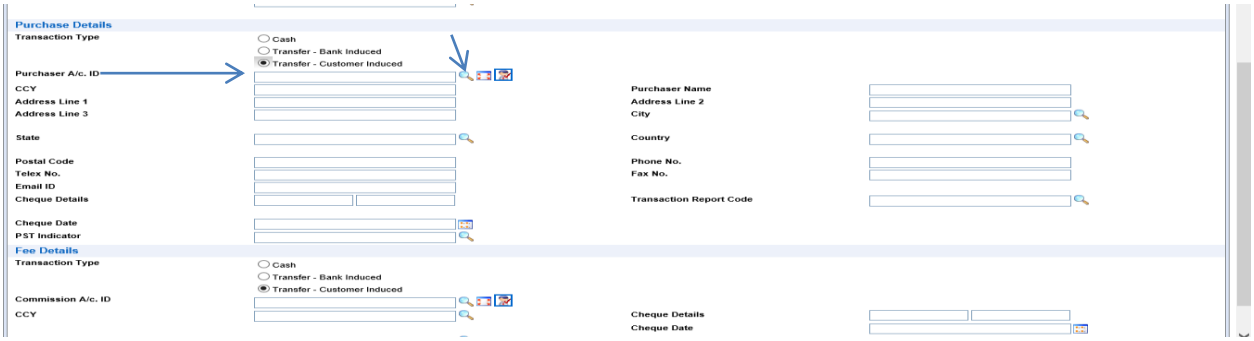
3- ENTER DEMAND DRAFT A/C NO – 'HOME SOL + DP001'



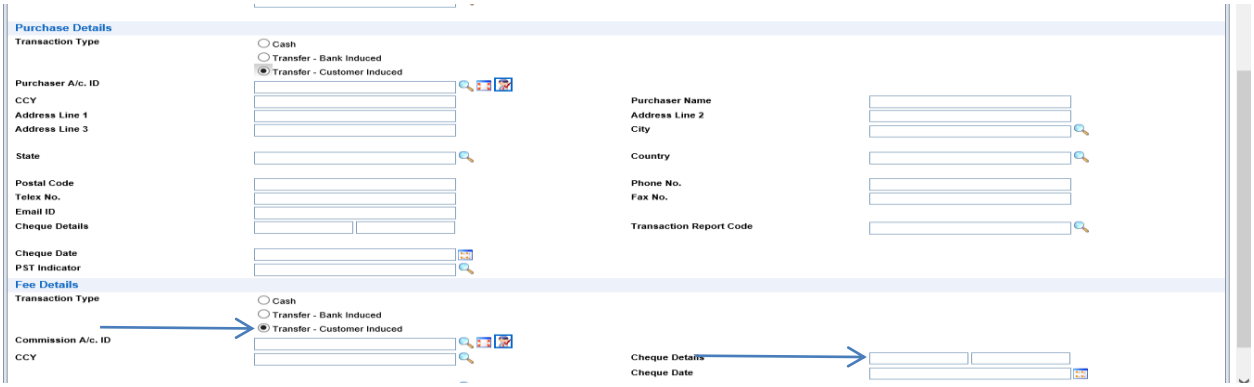
4- SELECT TRANSACTION TYPE AS 'TRANSFER- CUSTOMER INDUCED'



5- ENTER PURCHASER A/C ID – 'CUSTOMER A/C NUMBER',
CLICK ON SEARCHER ALL THE DETAILS GET AUTO FILLED



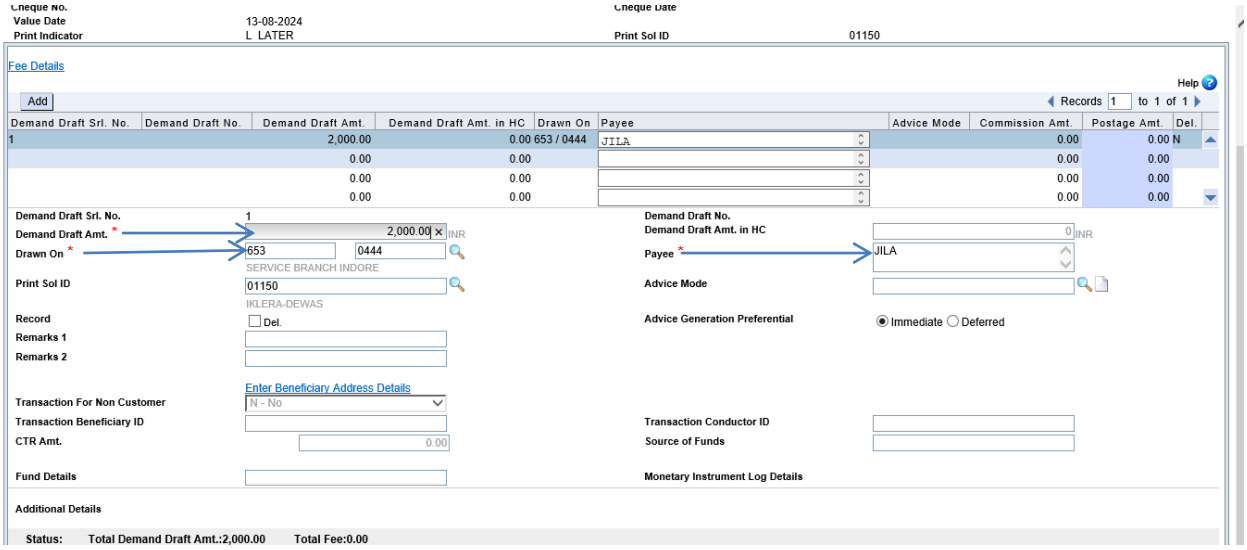
6- **IF CHEQUE IS AVAILABLE THAN ENTER CHEQUE DETAILS**



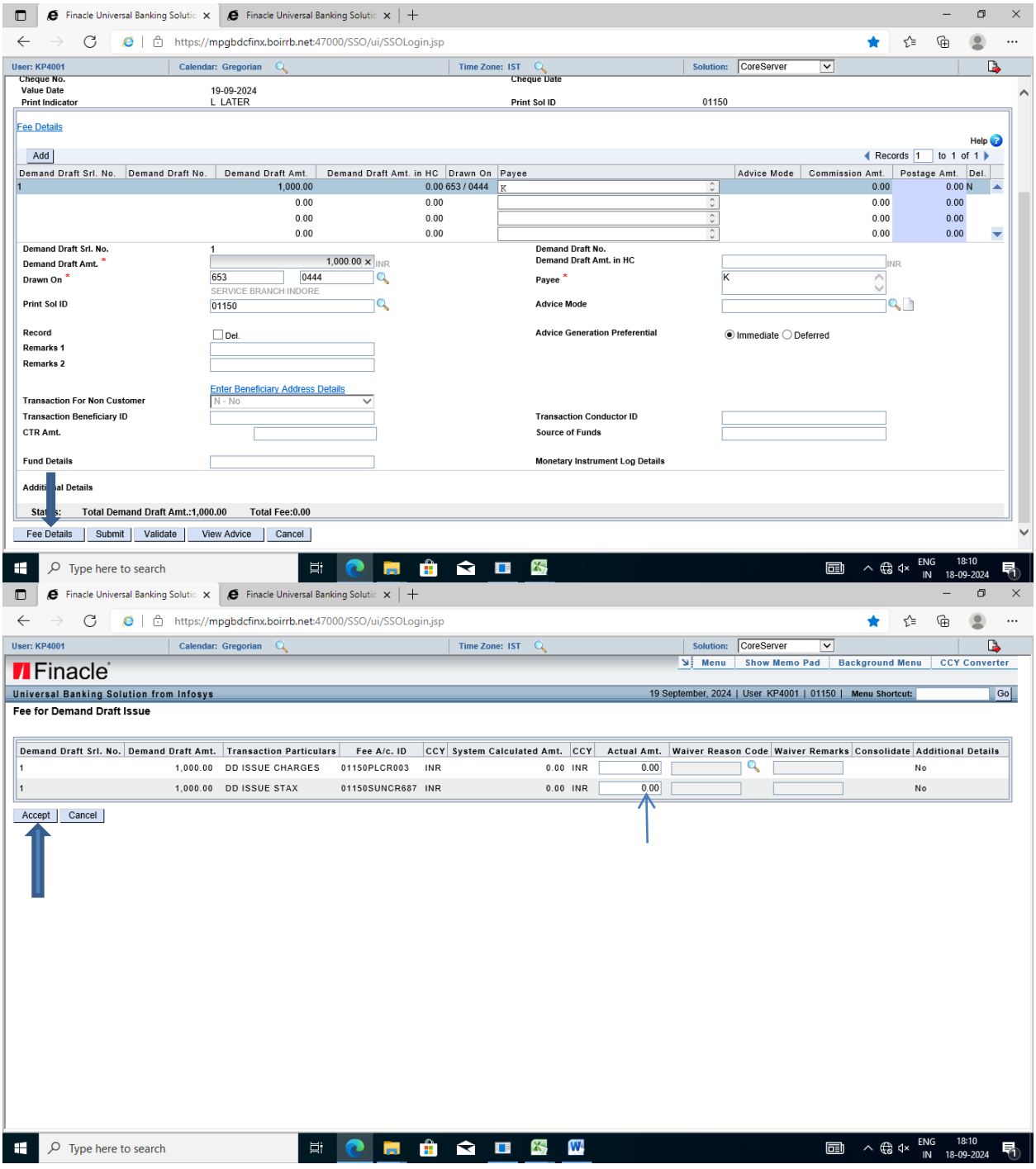
7- CLICK ON GO (SYSTEM NAVIGATES TO NEXT PAGE)

8- ENTER DEMAND DRAFT AMT.

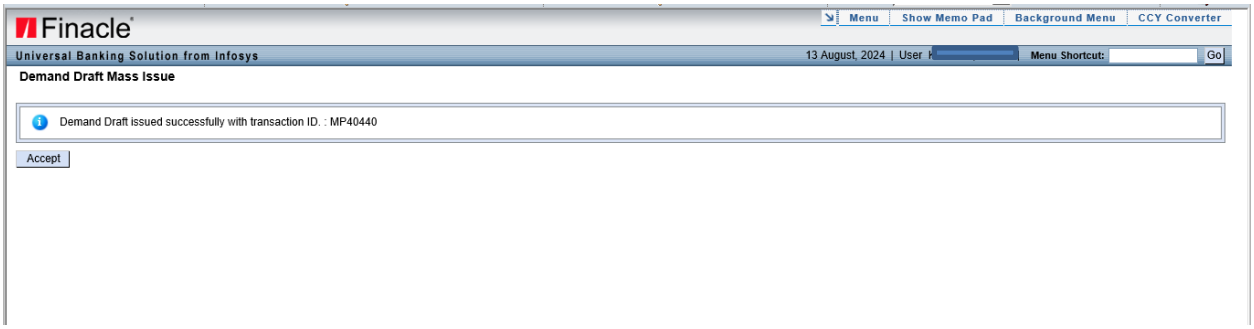
- ENTER DRAWN ON (BANK CODE/ BRANCH CODE)
- ENTER PAYEE DETAILS (RECEIVING PARTY NAME)



9- CLICK ON FEE DETAIL SYSTEM NAVIGATES TO NEXT PAGE (ENTER CHARGES IF APPLICABLE)
CLICK ON ACCEPT

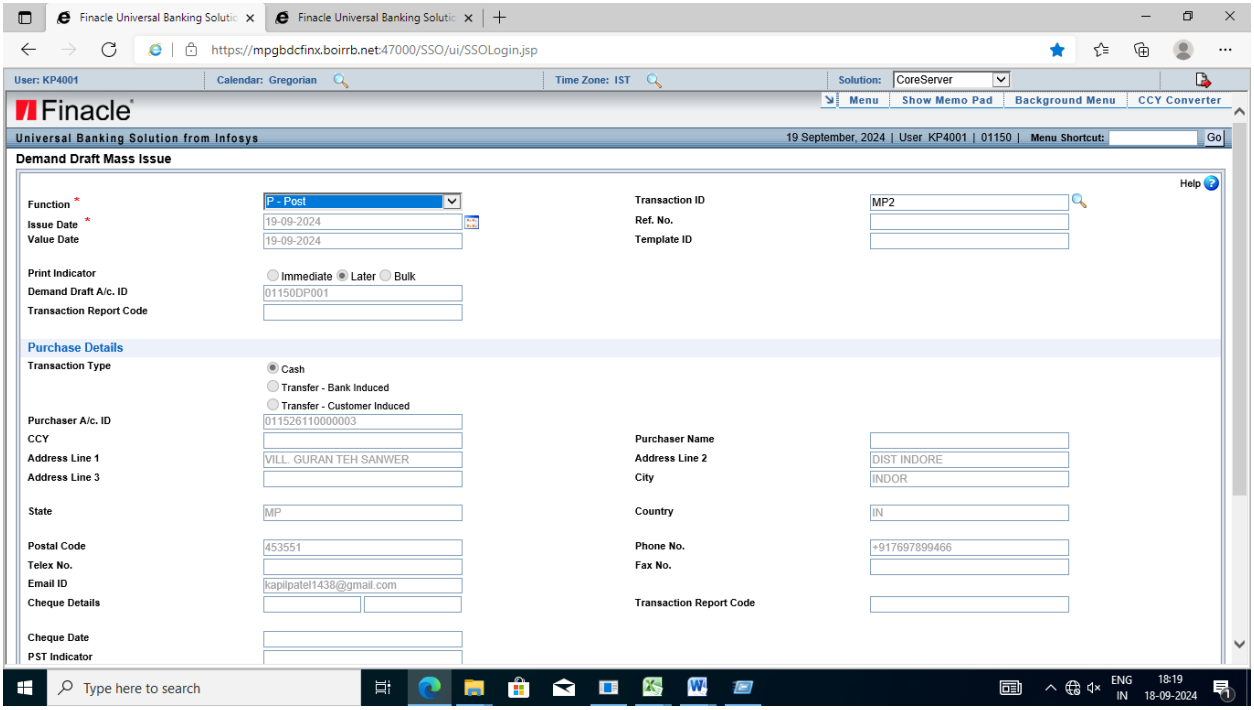


10- CLICK ON SUBMIT



11- VERIFY THIS TRANSACTION ID BY SELECTING FUNCTION P-POST

CLICK ON TRANSACTION ID SEARCHER, SELECT THE ID THEN SUBMIT IT



12- USER CAN MODIFY / DELETE – BEFORE VERIFICATION

13- AFTER VERIFICATION RUN MENU "HDDPALL" TO ISSUE DD TO THE CUSTOMER