

Do's and Don'ts of ATM

Do's:

- 1) Do Keep Your PIN (Personal Identification Number) Secure .
- 2) Please Memorise Your PIN And Destroy the Printed PIN Mailer.
- 3) Change Your PIN Immediately After Receiving The PIN Mailer And Card.
- 4) Always Remember To Take Your Card After The Transactions At The ATM.
- 5) Report Loss Of Card Immediately .
- 6) Register For SMS Banking With Your Branch To Get ATM Transaction SMS Alerts.
- 7) Protect The Magnetic Stripe From Damage. Never Keep The Card Near Strong Magnetic Source Like Speakers , TV And Other Electronic Equipments.
- 8) If You Receive The PIN Mailer In A Tampered State Please Do Not Accept The Same. Ask For A Fresh PIN.
- 9) Contact The Branch In Case Cash Is Not Dispensed After Account Gets Debited.
- 10) Verify Account Statements Regularly And Monitor Your Accounts. Notify The Branch In Case Of Any Doubtful Transactions.
- 11) Enter Withdrawal Amount In Multiple Of Rs .100
- 12) Ask For Printed Receipt , Only If Necessary. The Balance Details Are Shown On The Screen After Transactions.

Don'ts :

- 1) Do Not Keep The Card And PIN Together.
- 2) Do Not set PIN, Which Can Be Guessed Easily(Eg 9999 ,1111 Etc)
- 3) Do Not Reveal Your PIN To Anyone Or through Email/Internet . Banks Do Not Ask For Such Details.
- 4) Do Not Allow Anyone Else To Withdraw For You Or Help You During The Withdrawals.
- 5) Do Not Use Helmets, Cap Etc While Entering The ATM Room.