

On entering the ATM Cabin you will be welcomed by SIB. Please open the PIN mailer (if for the first time) and keep the PIN ready for entering in the machine. Please hold the card in your right hand and read "SIB Card". Then insert the card in the slit provided for and take it back when you will be requested to enter the Personal Identification Number (PIN). If not, insert the card again since the machine has not read the card .

On entering the PIN, the following Main Menu will be displayed.

MINI STATEMENT	FAST CASH
PIN CHANGE	WITHDRAWAL
FUND TRANSFER	BALANCE INQUIRY
CHEQUE BOOK REQUEST	STATEMENT REQUEST

Please press the appropriate option button and follow the simple instructions step by step till you complete the transaction. Please collect your receipt from the receipt slot.

1. Cash Withdrawals:

From the main menu please press 'WITHDRAWAL' button. Cash can be withdrawn by entering the required amount in multiples of Rs.100/- and press continue. Minimum amount allowed to draw is Rs.100/- and the maximum amount is Rs.20,000/- Instead, you can also invoke the option of 'FAST CASH' from the Main Menu for speedy withdrawal by selecting the fixed amounts shown.

Please collect your cash and Receipt from the respective slots.

2. Balance Enquiry:

From the Main Menu, you can press this option to enquire the balance amount in your account available for withdrawal. Thus in case you are not sure of your available balance, please use this option before proceeding for withdrawal.

3. Statement of account/ Cheque book:

By pressing the 'STATEMENT REQUEST' or 'CHEQUE BOOK REQUEST' buttons in the Main Menu, the request of the customer will be registered in the machine and the branch will send you the same through post/ courier at an early date.

4. Mini Statement:

From the main menu, you can press 'Mini Statement' option and get a statement of your last 9 transactions. Thus the customer saves their time to collect the account statement from the branch.

5. Change of Personal Identification Number (PIN):

At the time of issue of SIB ATM Card, the Bank will provide a temporary PIN to every card holder to initiate your first operation. PIN is a 4 digit number known only to you but can be recalled by you at any time. Card holders are advised to change the PIN as a first transaction in SIB ATM NETWORK. The machine will ask you to confirm the new PIN entered by when you have to re-enter the PIN for registration by the machine. PIN is the secret code known to you and your machine alone and in case you forget the PIN, you cannot log into the machine and the ATM card has to be replaced.