ROYAL BANK OF CANADA HOW TO MAKE A PAYMENT

See below instructions for paying your policy premium online at Royal Bank of Canada using their online banking services.



- Login into the RBC online portal.
- Select Pay Bills

STEP 2

STEP 3

	스 Alerts (1) 🔅 Pending (0) 관 Sign Out
Royal Bank	Accounts Summary Payments - Services -
Pay a Bill 🕥	
	Quick Links
	🔁 Transfer Funds
	😰 Pay a Bill
	Sed to RBC Client
	Send to RBC Dominion Securities
	S ^O Send to Local Bank
	🤝 Wire Transfer
	Related Links
	Add Payees
	Manage Payees
	🛞 Go to History

• Click Add Payees.

	🗋 Alerts (1) 📃 Pending (0)	∃Sign Out
Ruc,	Accounts Summary Payments - Se	rvices -
Pay a Bill		
Add Davias @	Quick Links	
Add Payee	🔁 Transfer Funds	6
Payee Name	Pay a Bill	
COLINA INSURANCE 🗸	2.9 Send to BBC C	lient
Account Number	Af Send to RBC D	ominion
	YITI Securities	
Icho Doe	S ^o Send to Local F	Bank
Juin Lue	🤝 Wire Transfer	
Cancel	Continue Continue	
	Add Payees	
	Manage Payee	S
	Go to History	

- Select Colina Insurance from the Payee Name listing. (a)
- In the Account Number field enter your insurance Policy Number.
 - RBC requires a total of 13 digits in this field. Insert zeros in front of the policy number to complete the required amount of characters. (b)
 - Once you have entered all of the required information, press **Continue**. (c)

STEP 4

		🗋 Alerts (1)	Pending (0)
Royal Bank		Accounts Summary	Payments • Services •
Pay a Bill	Add this Payee?		Ouick Links
Payee Name		COLINA INSURANCE	😒 Transfer Funds
Account Number		1234567898765	0
Account Holder Name (Optional)		John Doe	Pay a Bill
			응음 Send to RBC Client
Cancel		Save	Send to RBC Dominion Securities
			\mathcal{S}° Send to Local Bank
			Wire Transfer
			Related Links
			Add Payees
			Manage Payees
			Go to History

• Verify the information displayed and select **Save**.

STEP 5



• Once the payee is added click Pay Now.

STEP 6

		Alerts (1)	I Pending (0)	🔒 Sign Out
Royal Bank		Accounts Summary	Payments •	Services -
Pay a Bill ⑦				
			Quick Links	
То			🛱 Transfer	Funds
COLINA INSURANCE (1234567898765)		~	Pay a Bill	
From			옹옹 Send to F	RBC Client
Checking		~	Send to F Securitie	RBC Dominion
Amount	Currency		S° Send to L	ocal Bank
C 150.00	BSD		🤝 Wire Tran	nsfer
Memo (Optional) 📀		0/56	Related Links	
		li.	Add Paye	es
			Ø Manage	Payees
Cancel		Continue	Go to His	tory

- Select Colina Insurance from the dropdown menu. (a)
- Choose the account that funds will be debited from. (b)
- Enter your payment amount. (c)
- Once completed, select **Continue**. (d)

Royal	Bank	Alerts (1) Pending (0) Accounts Summary Payments	A Sign Out		
Pay a Bill					
		Ready to pay?			
	То	COLINA INSURANCE - 12345678987	55		
	From	Checking			_1 _
	Amount	150.00 B	6D	•	Then Pay now
	Memo (Optional)				
[Back	Pay Now			

Save time, pay online. For help, contact us at customercare@colina.com.

www.colina.com



🗗 🖸 🗗 🖸 Colina Insurance Limited