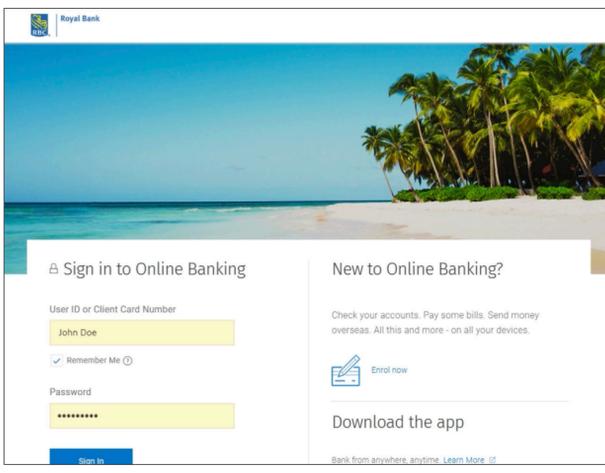


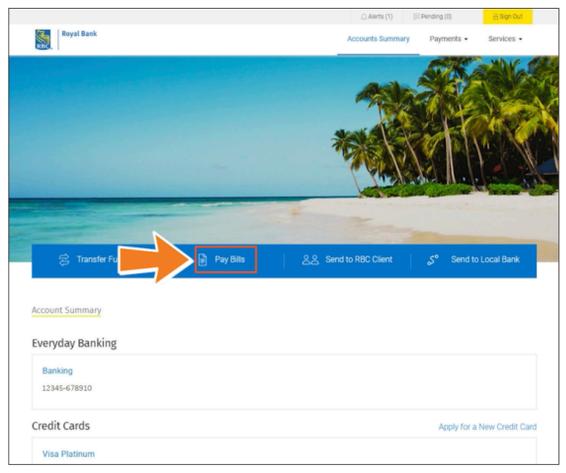
ROYAL BANK OF CANADA HOW TO MAKE A PAYMENT

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

STEP 1

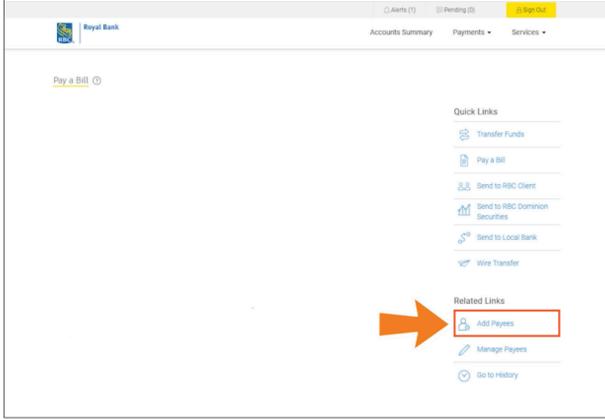


- Login into the RBC online portal.



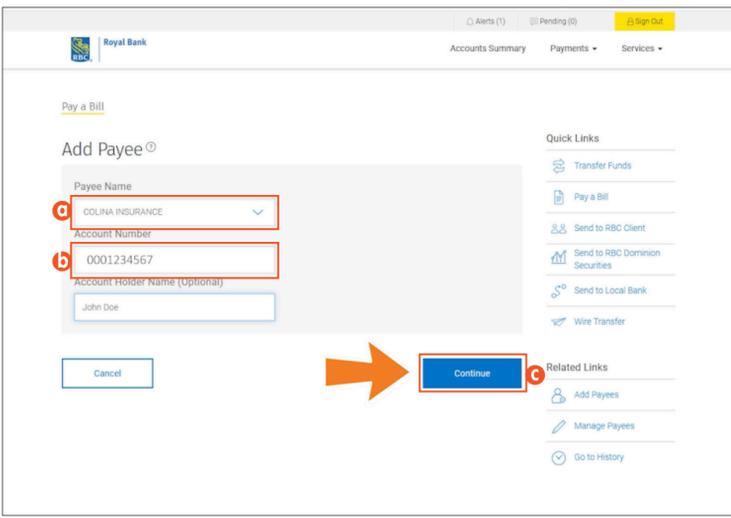
- Select **Pay Bills**

STEP 2



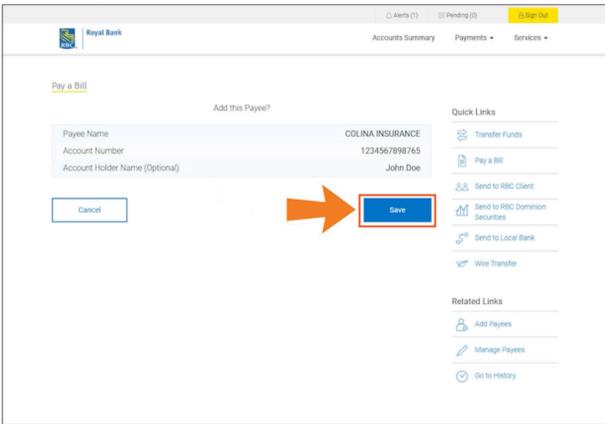
- Click **Add Payees**.

STEP 3



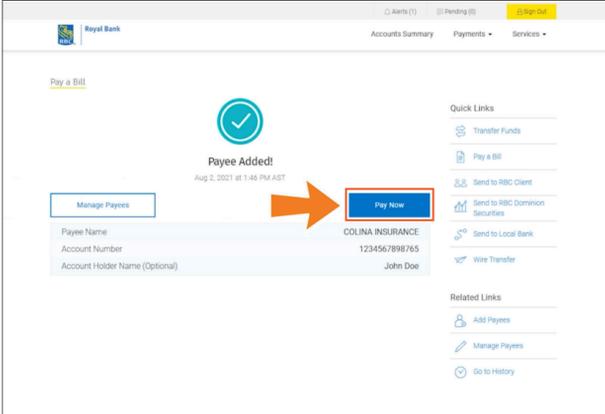
- Select **Colina Insurance** from the **Payee Name** listing. (a)
- In the **Account Number** field enter your insurance **Policy Number**.
RBC requires a total of 13 digits in this field. Insert zeros in front of the policy number to complete the required amount of characters. (b)
- Once you have entered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

STEP 4



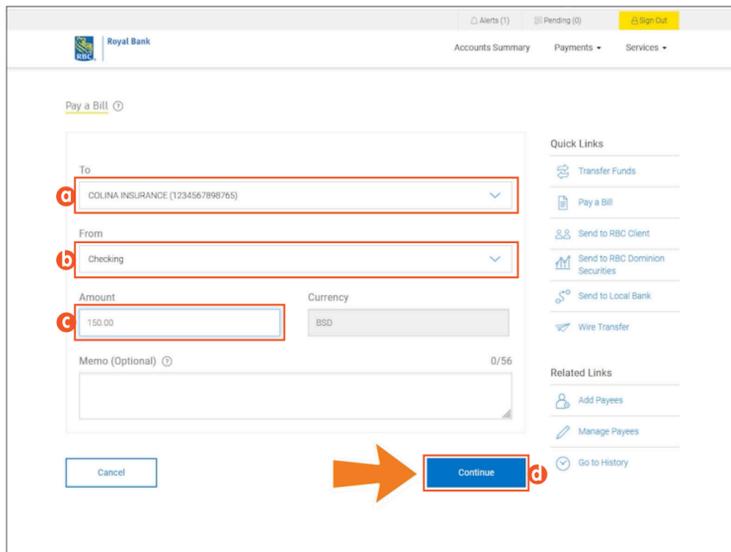
- Verify the information displayed and select **Save**.

STEP 5

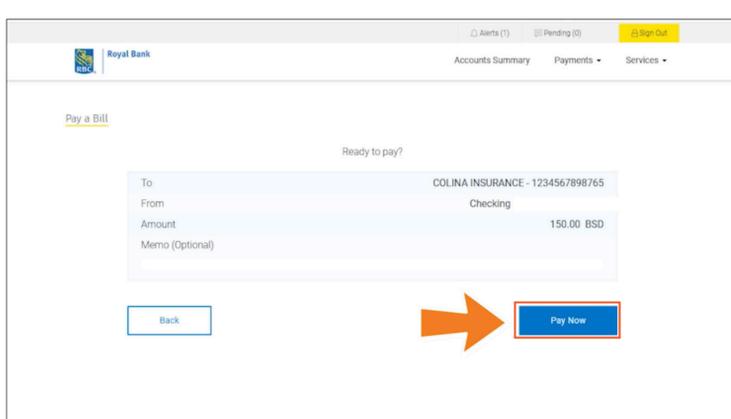


- Once the payee is added click **Pay Now**.

STEP 6



- 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)



- Then **Pay now**.

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