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1.0 Getting Started

This guide will show you how to perform bill payments using BizChannel@CIMB Web.

Please note the following:

- You may refer to Cut-Off Times for bill payments.
- <https://www.cimb.com.my/en/business/help-and-support/faq/faq-bizchannel-cimb/bizchannel-cimb/about-bizchannel-cimb/is-there-a-cut-off-time-for-payment-processing.html>
- Fields marked with asterisk (*) in the sections below are mandatory fields.

Section 1: Transaction Initiation

- Click on **"Bill Payments"** from the left side menu and select **"Bill Payments"** from the dropdown list.
- Pay From:** Click on magnifier icon and search for an account to pay from.
- Pay To:** Select "New Entry" to proceed.

Section 2: Details of Transaction

- Category:** Select the desired bill payment category from the drop-down list.
- Bill Name:** Select **"Biller Name"** from the drop down list.
- The billing information to input defers on the billers. Therefore users to input accordingly.
 - For LHDN e-billing, users to obtain the 16 digit PRN / Bill Number from LHDN.
 - Tax reference number that starts with SG. Reference numbers that begin with "OG" or "C" is no longer accepted.

Pay From	Biller Name	Billing Key 1	Billing Key 2	Amount
CIMB BANK-TRANSACTION BANKING MALAYSIA	LHDN - EBILLING	001		MYR: 1.00

- Enter in **"Our Reference No"** and **"Remarks"**, if any.
- Input Beneficiary Email if you wish to notify the beneficiary that payment has been made.
- Review all the information and click **"Add to List"** to proceed.

Notes:
The Transaction Cut Off Time for Bill Payments is from 00:10 until 23:30
The Transaction Cut Off Time is in GMT+8 time zone

Section 3: Submission of Transaction

Instruction Mode

Today

Future Payment Date 7

Session Time : 08:00 - Session 1

Standing Instruction :

Frequency : Daily

Interval : 1

Session Time : 08:00 - Session 1

Recurring Start Date : (ddmm/yyyy)

Recurring End Date : (ddmm/yyyy)

Instruction on Non Business Day : Preceding Business Day Following Business Day

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7) **Instruction Mode:** Select when you want this payment to be made, or if you want this payment to be a Standing Instruction.

a) If you have chosen the **“Future Payment Date”**, you may specify the session time for processing the transaction.

b) Click **“Confirm”** to proceed.

Section 4: Bill Payment Submission

Bill Payments / Bill Payments / Confirmation Page / Result Page

Bill Payments

Pay From	Biller Name	Billing Key 1	Billing Key 2	Amount	Total Charges	Total Tax
[REDACTED] / CIMB BANK-TRANSACTION BANKING MALAYSIA	LHDN - EBILLING	[REDACTED] #68001		MYR 1.00	MYR 0.00	MYR 0.00

Instruction Mode

Today : 18-Oct-2023

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1) Review the information entered and click **“Submit”** to proceed.