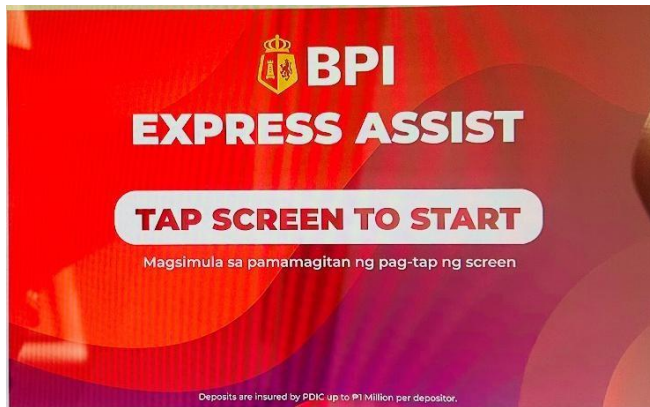
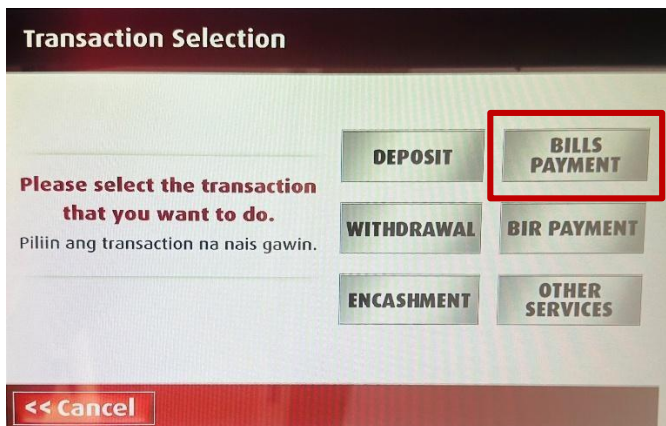


Customer's Guide to BEA – Bills Payment

1. Press "Tap Screen to Start"



2. Choose "Bills Payment".



3. Choose the "<Other Merchants>" from the selection.



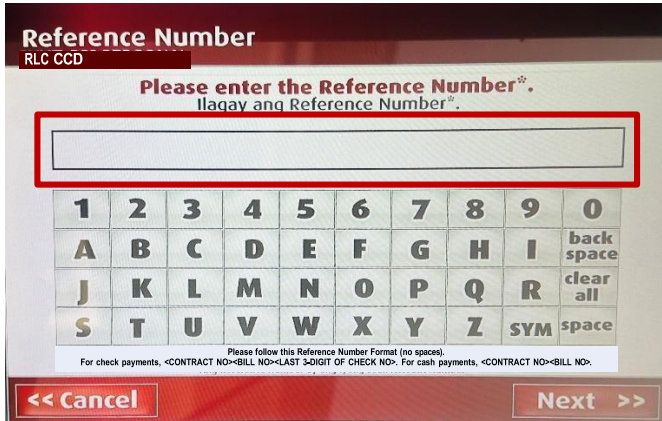
4. Input the Reference Number following this format:

For Check payment:

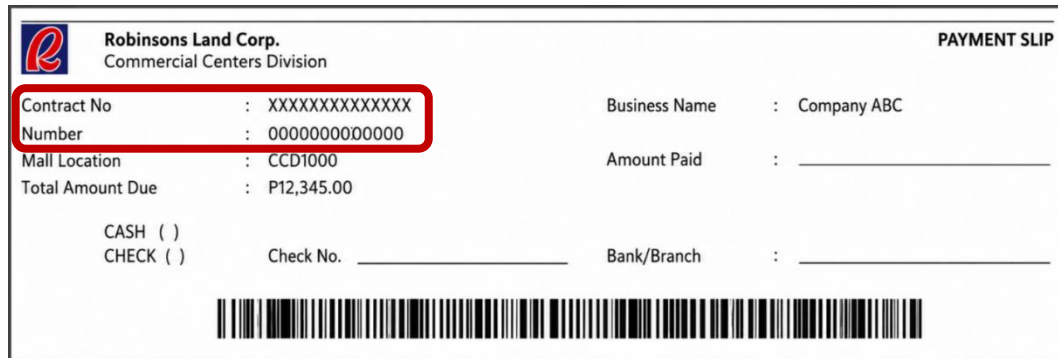
<CONTRACT NO><BILL NO><LAST 3 DIGITS OF CHECK>

For Cash payment:

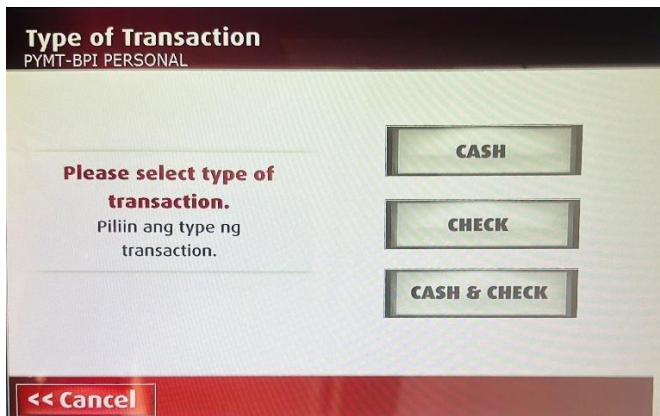
<CONTRACT NO><BILL NO>



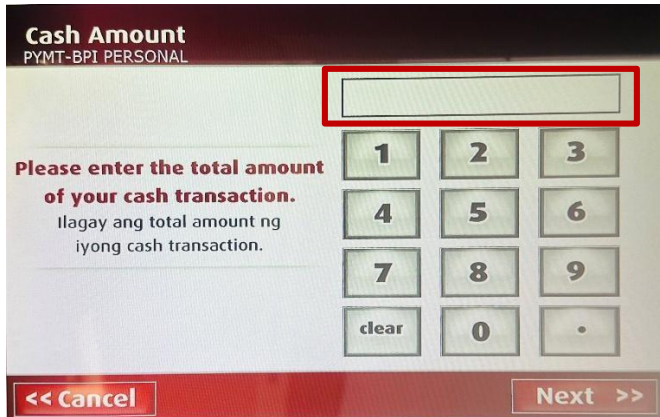
Note: The contract number and bill number can be found in the lower-left portion of the invoice. See the photo below for reference.



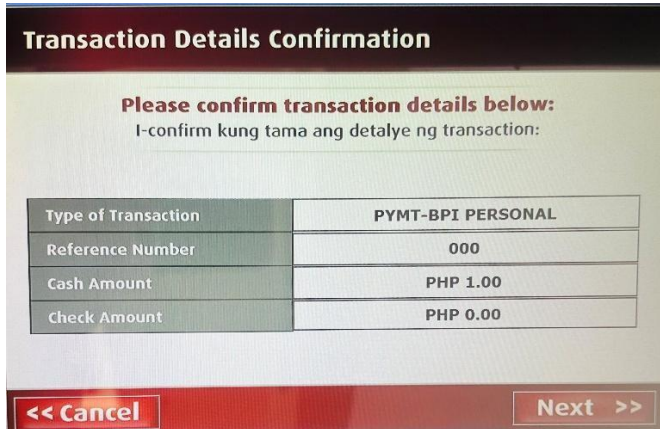
5. Press "Next" and choose the payment method from the selection.



6. Input the Amount to be paid





7. Press “Next” and confirm the details.



8. Press “Next” and get the queuing number.

9. Wait for the queuing number to be displayed on the queuing screen before approaching the Customer Sales and Service Associate (CSSA/teller).

NOTE: For reference on the correct biller or merchant name, please refer to the top-center portion of the invoice.

CCD MALLS	BILLER/MERCHANT
ROBINSONS LAND CORPORATION	 ROBINSONS LAND CORPORATION Commercial Centers Division
ALTUS ANGELES, INC.	Altus Angeles Inc Commercial Centers Division
ALTUS PROPERTY VENTURES, INC.	ALTUS PROPERTY VENTURES, INC. Commercial Centers Division
RL COMMERCIAL REIT, INC.	 A THORCORE-OWNED COMPANY Commercial Centers Division