Guidebook for Smart Pay

1. Customer login to Maersk.com Maersk Global Accounts site with Credential to access My Finance;

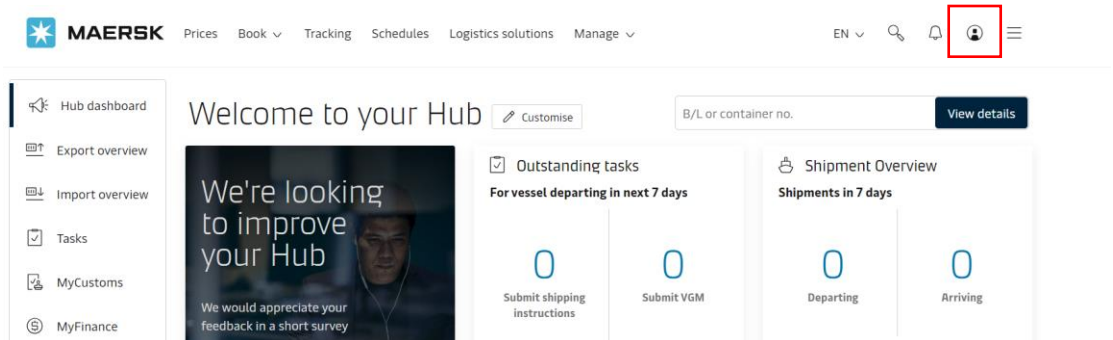2. Add new Bank Account to activate the Smart Pay Option:

   a) Click Account icon

   b) Click Settings icon

c) Click on Payment Set Up Table:
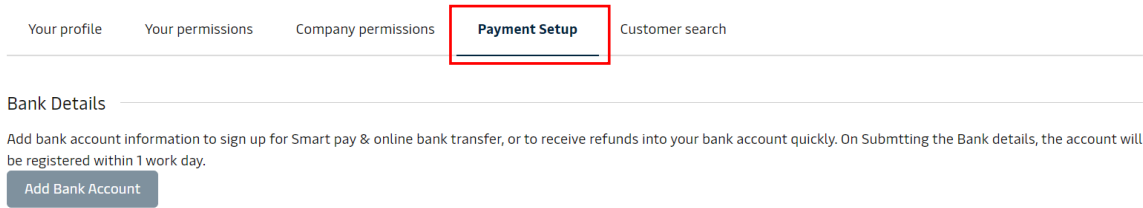
d) Click on New Bank account, you will get below screen to update the Bank details & enclose required supporting document & click on Submit

3. Once the Bank request is submitted, it usually takes 1-2 working day(s) to be approved by Maersk Finance Team.

4. Once the Bank account is approved by Maersk team it will reflect as below with Authorise Tick. (Authorise Tick is an assurance by customer to deduct fund from their Bank). If there is no Authorise tick, the Bank account will not be available for payment.

5. Select Invoices in Myfinance Portal and Click Pay Button.

6. Select Smartpay as the Payment Method.

7. Click accept after reviewing the terms and conditions, then click Proceed to Pay.

8. Click "Submit Payment" if the payment information is correct.

9. Once payment is executed, email is triggered to customer and Invoices are moved to Paid tab.

Payment confirmation

✓ Thank you for your payment

Please print a copy of this page as your confirmation. Your receipt will be available on MyFinance in 24 hrs.

We are debiting your bank account Account XXXX   **RHB BANK BERHAD**

Invoice number	Bill of lading no.	Payment amount
505 Import	913	MYR 980.00
505 Import	913	MYR 980.00
Total amount (27 MAR 2023)		MYR 1,960.00

Continue to myFinance

Dashboard   Open   Overdue   **Paid (2)**   Disputed   Credits   E-statement   See more ∨

PAID INVOICES

SORT BY: Invoice Date (latest) ∨   Filter ⚙

ⓘ **Only invoices paid in the last 30 days are shown.**
Please search for an Invoice, B/L or payment receipt number to find invoices paid more than 30 days ago.

☐	Invoice number	Bill of lading no.	Customer reference	Paid date	Paid amount	Payment receipt	Status
☐	505 Import	913	505	-	Inv. amount MYR 980.00		Payment arranged ∨
☐	505 Import	913	505	-	Inv. amount MYR 980.00		Payment arranged ∨