

## Butterfield Bank Online Payment Process



### To set up a payee

- » Log into Butterfield online
- » Click **Payments**
- » Click **Manage Beneficiaries and Payees**
- » Select **Billers** under the **Manage** tab
- » Select **Add New Payee**
- » Select a **Category** – Insurance
- » Select a **Payee** – *Saxon Motor & General Insurance Company Ltd.*
- » **Payee Account Number** – please insert your insurance policy number

### Paying online

- » Click **Bill Payments**    » Select **Pay Bill**
- » Select **Customer**
- » Select **Payee** – *Saxon Motor & General Insurance Company Ltd.*
- » Select from which account
- » Select payment amount    » Select currency – KYD  
*In memo details, please document your policy number.*
- » Click **Submit**    » Click **Confirm** to continue
- » Click **Ok**  
*Print the transaction for your records if you wish.  
If you wish you may email confirmation of your online payment to insurance@saxon.com.ky.*

## Cayman National Bank Online Payment Process



### To set up a payee

- » Log into CNB online    » Click **Maintenance**
- » Click **Bill Payee Maintenance**    » Select **Add Bill Payee**
- » On the bill payee selection scroll down and select *Saxon Motor & General Insurance Company Ltd.*, (KYD)/(USD) depending on your currency of payment
- » Type in your name and policy number in the consumer account number section (e.g., John Smith #123456)
- » Type in an alias name for your use to recognize this policy payment (e.g., Honda insurance)
- » Click **Submit**

### Paying online

- » Select **Pay Bills**
- » Select **Payee Name** – *Saxon Motor & General Insurance Company Ltd.*
- » Select **Currency** – KYD
- » In **User Reference**, please enter your policy number
- » Select **Pay**

## CIBC First Caribbean Bank Online Payment Process



### To set up a payee

- » Log into CIBC First Caribbean Internet Banking
- » Select **Register a Bill** under the **Bill Payments** section
- » Select *Saxon Motor & General Insurance Company Ltd.* from the drop down menu next to **Bill Payment Company**
- » Type and select the required information or options in the fields provided
- » Click **Submit Registration Details**
- » Click **Confirm Registration** on the next page that appears

### Paying online

- » Select **Pay Bills** under the Bill Payments section on the left
- » Select *Saxon Motor & General Insurance Company Ltd.* from the drop down menu
- » Enter the amount you are paying for each policy registered
- » Select the account from which you will pay
- » Click **Pay**