Contents

ATM login	2
Withdrawal	4
Fast Cash	7
Balance enquiry	8
Deposit	10
Deposit by ČSOB credit card (contact, contactless)	10
Deposit by tokenised ČSOB payment card	14
Deposit to card	18
Change of PIN	23
Mobile Top-up	26
Vodafone	27
Recharge	27
Invoice payment	30
Roaming	33
Vodafone payments	35
Increase deposit	37
02	39
T-Mobile	41
Smart Key	44
Smart Key – show the activation code on the screen	44
Smart key – print the activation code on the receipt	46
ePIN	48
ePIN – settings	48
Change ePIN	51

ATM login

- 1. Use one of the following options to log in to the ATM:
- **insert your payment card into the ATM** (marked with a green arrow in the picture below)
- place the payment card to the reader (marked with a yellow arrow in the picture below)

Did you know that all ATMS on the domestic market have a contactless reader? Don't be affraid to use it!

• place the device with the tokenised payment card (phone, watch, etc.) to the reader (marked with a yellow arrow in the picture below)



2. Then enter your PIN. Cover the keyboard when entering your PIN.

Use the flags at the top of the screen to switch between the available languages (English, German).



Withdrawal

1. On the main menu screen, choose "Withdrawal".



2. Choose whether you need a paper receipt for your withdrawal. All withdrawal information can also be found in your online/mobile banking and on your account statement.



Enter the amount you want to withdraw either manually in the amount field (using the keyboard) or use one of the quick selection options. Then press the "Withdrawal" button. The ATM can dispense a maximum 40 banknotes (up to CZK 80,000). The deposit ATM can dispense a maximum 200 banknotes or 200,000 CZK.

SOB		-	≡ Menu ← Back [• En
Amount	0	сzк	Withdrawal
		Fast cash	
500 CZK		1 000 CZK	1 500 CZK
2 000 CZK		3 000 CZK	4 000 CZK

4. You have selected an amount that enables a choice of several note combinations – choose the one that suits you best.



5. The ATM is preparing the cash for withdrawal; in the meantime, remove your credit card (if you have inserted it in the ATM).



Please take your card.



6. Collect your cash and, if you requested one at the beginning of the transaction, paper receipt.



Don't forget your cash and receipt



7. Thank you and we look forward to seeing you again.



Thank you, we look forward to your next visit



Fast Cash

The Fast Cash is a faster version of the standard withdrawal. It allows you to select a preset amount with one click. The preset amount is the amount of your last withdrawal.



Balance enquiry

1. Select "Balance inquiry" from the main menu screen.



2. Select whether you wish to print your available balance on a paper receipt.



3. Your available balance will be displayed on the ATM screen. Don't forget your receipt if you requested one. Click on the 'Menu' button in the top right corner to return to the main menu. After clicking on the 'End' button, the final screen will appear



Please take your receipt.

4. Don't forget to take your card if you inserted it into the ATM.





Thank you and we look forward to seeing you again.

Do not leave your card inside.



Deposit

Deposit by ČSOB credit card (contact, contactless)

The instructions refer to depositing with a ČSOB payment card **by contact** (by inserting the card into an ATM) or **contactless** (by placing the card to the reader). For more information about logging in to an ATM, see 'Logging in to an ATM'.

1. Select '**Deposit**' from the main menu screen.

	Menu	
Withdrawal	Balance inquiry	Deposit
Fast cash 1 000 CZK	Change of PIN	Mobile Top-u
1000 CZK		

2. Choose whether you want to deposit the cash to the **card account** or to **another account with ČSOB**. When you select the card account option, you will see instructions for inserting cash and the cash slot will open.



3. If you choose a **different account held with ČSOB**, enter the account number (or prefix if applicable) on the following screen and select continue. Instructions for inserting cash will appear and the cash slot will open.



4. Read the instructions for inserting cash and insert the banknotes (lined up, unfolded and without staples) into the open cash slot and select **continue**. Up to 200 banknotes or up to CZK 350,000 per deposit.



5. The cash slot will close and the banknotes are will be processed.



Banknote counting in progress ...



6. After processing, a statement will be displayed with information on the number of banknotes, their denominations and the total deposit received. If everything is OK, select **confirm**. On the next screen you can enter optional data (variable symbol, message to recipient). If you wish to cancel your deposit, press the 'Cancel deposit' button in the top right corner.



7. At the end, you will see a confirmation of the successful deposit and the ATM will print a confirmation for you. If you click on the 'Menu' button in the top right corner, you will return to the main menu. If you click on the 'End' button, the final screen will appear.



8. Don't forget to take your card if you inserted it into the ATM.





Thank you and we look forward to seeing you again.

Do not leave your card inside.



Deposit by tokenised ČSOB payment card

The instructions refer to a deposit **with a tokenised** ČSOB payment card. Place the device that holds the tokenised card (phone, watch, etc.) in front of the reader. For more information about logging in to an ATM, see 'Logging in to an ATM'.

1. Select 'Deposit' from the main menu screen.



2. The following screen shows an overview of limits (Visa, Mastercard). Press the 'Continue' button.



3. Choose whether you want a QR receipt (digital) or a traditional paper receipt with your deposit. The QR receipt can be downloaded to your phone at the end of the deposit, and a paper receipt will be printed for you.



4. Read the instructions for inserting cash and insert the banknotes (lined up, unfolded and without staples) into the open cash slot and select **continue**. Up to 200 banknotes or up to CZK 350,000 per deposit.



5. The cash slot will close and the banknotes are will be processed.



6. After processing, a statement will be displayed with information on the number of banknotes, their denominations and the total deposit received. If everything is OK, select **confirm**. On the next screen you can enter optional data (variable symbol, message to recipient). If you wish to cancel your deposit, press the 'Cancel deposit' button in the top right corner.



7. At the end of the transaction, a confirmation of the successful deposit will be displayed and the ATM will print a receipt for you (if you selected a paper receipt at the beginning of the transaction)





All done, your cash has been successfully deposited!

If you need anything further, contact your bank.

7A. If you selected a QR receipt at the beginning of the transaction, it will now be displayed on the ATM screen. You can load the QR receipt on your phone.



8. The transaction is complete. Thank you and we look forward to seeing you again.



> =

Thank you, we look forward to your next visit



Deposit to card

The instructions apply to **contact** (inserting the card into the ATM) or **contactless** (attaching the card to the reader) and **tokenised** payment cards of Česká spořitelna and Raiffeisenbank. For more information about logging in to an ATM, see 'Logging in to an ATM'.

1. Select 'Deposit' from the main menu screen.



On the following screen you will see the scheme limits (Visa, Mastercard).
Press the 'End' button in the top right corner to end the transaction. Press the 'Select' button to return to the main menu.

DB		⊟ Menu	E→ End
Money is being sent to	o the account of the inserted	card	
Your Limits:			
On deposits Daily	350 000 CZK 700 000 CZK		
Weekly Monthly	2 000 000 CZK 8 000 000 CZK		
	Continue		

3. Choose whether you want a QR receipt (digital) or a traditional paper receipt with your deposit. The QR receipt can be downloaded to your phone at the end of the deposit, and a paper receipt will be printed for you.



4. Read the instructions for inserting cash and insert the banknotes (lined up, unfolded and without staples) into the open cash slot and select **continue**. Up to 200 banknotes or up to CZK 350,000 per deposit.





Insert banknotes as follows:

- Loose, unfolded, without rubber bands and clips
- Max. 200 pieces of banknotes per deposit
- Max. 350 000 CZK per deposit
- Only Czech crowns (no foreign currencies, meal vouchers)

Resume in 0:60. Have you inserted your cash? Click Continue.



5. The cash slot will close and the banknotes are will be processed.



Banknote counting in progress ...



6. After processing, a statement will be displayed with information on the number of banknotes, their denominations and the total deposit received. If everything is OK, select **confirm**. On the next screen you can enter optional data (variable symbol, message to recipient). If you wish to cancel your deposit, press the 'Cancel deposit' button in the top right corner.

eposit summary Inserted b	anknotes
	Deposit summary
	1000 CZK
Variable symbol	enter the variable symbol
Specific symbol	enter the specific symbol 🧔
Message to recipient	enter a message for the recipient

7. At the end, a confirmation of the successful deposit will be displayed and the ATM will print out a confirmation for you (if you selected a **paper receipt** as confirmation at the beginning of the deposit). If you click on the 'Menu' button in the top right corner, you will return to the main menu. If you click on the 'End' button, the final screen will appear.

! If there was a problem with the deposit, ALWAYS contact the issuing bank (= the bank that issued the payment card, i.e., Česká spořitelna or Raiffeisenbank)!



7A. If you selected a QR receipt at the beginning of the transaction, it will now be displayed on the ATM screen. You can load the QR receipt on your phone.



8. The transaction is complete. Thank you and we look forward to seeing you again. Don't forget to take your card if you initially inserted it into the ATM.





Thank you, we look forward to your next visit



Change of PIN

1. On the main menu screen, select 'Change of PIN'.

! PIN changes can only be made at the ATM and only **by contact**, which means that the payment card must always be inserted into the ATM!



2. Enter your new PIN and follow the on-screen instructions.



3. Confirm your PIN.



4. Select whether you need to print a paper receipt for the transaction.



5. Your PIN has been successfully changed! If you click 'Continue', you will be prompted to re-enter the newly set PIN. You will then be taken to the main menu. You can also get there by clicking on the 'Menu' button in the top right corner. After clicking on the 'End' button, the final screen will appear.



6. The transaction is complete. Thank you and we look forward to seeing you again. Do not leave your card inside.



Mobile Top-up

The Mobile Top-up service is not available in German. To top up your credit, switch to Czech or English using the flag icons at the top of the screen.

1. From the main menu screen, select 'Mobile Top up'.

	Menu	
Withdrawal	Balance inquiry	Deposit
Fast cash 1 000 CZK	Change of PIN	Mobile Top-up

2. Select the operator you want to top up with.



Vodafone

You have selected **Vodafone**, now select the desired service.



Recharge

 You have selected the 'Recharge' service, now select the amount you want to top up. You can either choose from preset amounts: CZK 300, CZK 500, CZK 700, CZK 1,000 or select 'Other amount' and enter it manually using the keyboard. Then select 'Continue'.

☑ Back Ovodafone	
Amount Number Summary	
Select the amount	
300 CZK 500 CZK 700 CZK 1 000 CZK Other amount	
Continue	

2. Now enter the phone number you want to top up.

Back		O vo	dafone		
	Amor	unt Nun	nber Sur	nmary	
	Ent	er phor	ne num	ber	
	+420	456	555	635	
		Cont	inue		

3. Enter the phone number you wish to send the top-up confirmation to.



4. On the next screen you will see a summary of your request, if the details are correct, **confirm the top-up.**

Eack	O voda Amount Number	fone Summary	
	Amount S Phone number • Number for confirmation SMS • Confirm rec	990 CZK -420 456 555 635 -420 456 345 635 harge	

5. The transaction was successful! Don't forget to collect your receipt. You will also receive a confirmation and transaction details by text message.



Invoice payment

1. You have selected the 'Pay bill' service, now enter the invoice number.



2. Enter the amount.

🗙 Back	O vodafone	
	Amount Number Summary	
	Enter the amount to recharge	
	9 990 CZK	
	Continue	

3. Enter your phone number.

🗙 Back		O vodafone		
	Amount	Number Su	mmary	
	Ente	r phone num	ber	
	+420	456 555	635	
		Continue		

4. Enter the phone number to which you wish to receive the confirmation.



5. On the next screen you will see a summary of your request, if the details are correct, **confirm the top-up.**

X Back		dafone ber Summary	
	Enter the amou	int to recharge	
	Amount	9 990 CZK	
	Phone number	+420 456 555 635	
	Number for confirmation SMS	+420 456 345 635	
	Confirm	recharge	

6. The transaction was successful! Don't forget to collect your receipt. You will also receive a confirmation and transaction details by text message.



Roaming

1. You have selected the 'Roaming' service, now confirm the security deposit for calls abroad, which is preset to CZK 3,000, and press '**Continue**'.



2. Enter the phone number to which the security deposit for international calls will be set.







4. The transaction was successful! Don't forget to collect your receipt. You will also receive a confirmation and transaction details by text message.



Vodafone payments

1. You have selected the 'Vodafone payments' service, now select the amount. You can either choose from one of the preset amounts: CZK 300, CZK 500, CZK 700, CZK 1,000 or select 'Other amount' and enter it manually. Then press '**Continue**'.

Back	
Amount Number Summary	
Select the amount	
300 CZK 500 CZK 700 CZK 1 000 CZK Other amount	
Continue	

2. Enter your phone number.

X Back	Amou	vodafone nt Number Summ	ary	-
	Ent	er phone numb	er	
	+420	456 555 Continue	635	

3. Enter the phone number to which you wish to receive the confirmation.



4. The transaction was successful! Don't forget to collect your receipt. You will also receive a confirmation and transaction details by text message.



Increase deposit

 You have selected the 'Increase deposit' service, now select the amount. You can either choose from one of the preset amounts: CZK 300, CZK 500, CZK 700, CZK 1,000 or select 'Other amount' and enter it manually. Then press 'Continue'.

S Back Ovodafone	
Amount Number Summary	
Select the amount	
300 CZK 500 CZK 700 CZK 1 000 CZK Other amount	
Continue	

2. Enter the phone number for which you want to increase the call limit.

Back	Amou		dafone hber Sun	nmary	
	Ent	er phor	ne num	ber	
	+420	4 5 6 Cont	<u>5555</u>	635	

3. Enter the phone number to which you wish to receive the confirmation.



4. The transaction was successful! Don't forget to collect your receipt. You will also receive a confirmation and transaction details by text message.



02

1. You've selected **O2**, now enter the phone number you want to top up.



2. Enter the phone number to which you want to send the top-up confirmation and select **'Confirm'**.

2		End
Tyj to v the	pe the telephone r which you wish to confirmation of re	number receive echarge
	456 345 63	5
	9 digits, e.g. 906 123	456
Skip	Correct	Confirm

3. Select the amount you want to top up. You can either choose from one of the preset amounts: 300 CZK, 500 CZK, 600 CZK, CZK 1,000 or enter it manually. Then press '**Confirm**'.



4. The transaction was successful! Don't forget to collect your receipt.

	End
Take your receipt.	
Thank you, we'll look forward to the next ti O2 Czech Republic a.s. www.o2.cz 800 02 02 02	me!
Menu	

T-Mobile

1. You've selected **T-Mobile**, now enter the phone number you want to top up on the next screen.



2. Select the amount you want to top up. You can either choose from one of the preset amounts: CZK 300, CZK 400, CZK 600 or select 'Other amount' and enter it manually using the keyboard.



3. As soon as your credit is topped up, the topped-up phone number will receive a text message. If you want to send a confirmation to another phone number, select 'Yes' and enter the phone number on the next screen.



4. Enter the phone number for the confirmation text message.



5. Confirm the data entered.



Smart Key

Smart Key – show the activation code on the screen

1. Select 'Smart key' on the main menu screen.

	Menu	
Withdrawal	Balance inquiry	Deposit
Fast cash 1 000 CZK	Change of PIN	Mobile Top-u

2. To show the activation code on the screen, select 'Displayed'.



3. If you don't have the Smart key app on your phone, download it by scanning the QR code on the ATM screen. / If you already have the Smart key app on your phone, press 'Continue'.



4. The Smart key activation code will appear on the screen, scan it into the Smart key app. If you click on the 'Menu' button in the top right corner, you will be taken to the main menu. After clicking on the 'End' button, the final screen will appear.



5. Don't forget to take your card if you inserted it into the ATM.

Thank you, we look forward to your next visit

Please take out your card

Smart key - print the activation code on the receipt

1. If you want to print the activation code on your receipt, select 'Print'.

2. Take the receipt with the activation code on it. Press the 'Continue' button to return to the main menu. You can also return to the main menu by clicking on the 'Menu' button in the top right corner. After clicking on the 'End' button, the final screen will appear.

3. Don't forget to take your card if you inserted it into the ATM.

Thank you, we look forward to your next visit

Please take out your card

ePIN

ePIN – settings

1. Select 'ePIN' on the main menu screen.

Withdrawal	Balance inquiry	Deposit
Fast cash 1 000 CZK	Change of PIN	Mobile Top-up

2. Enter the new ePIN.

3. Repeat ePIN

4. Done, your ePIN is set. If necessary, you can print a receipt. Press the 'Menu' button in the top right corner to return to the main menu. After pressing the 'End' button, the final screen will appear.

5. Don't forget to take your card if you inserted it into the ATM.

Thank you, we look forward to your next visit

Please take out your card

Change ePIN

1. Change the ePIN by entering a new ePIN. ePIN should be different from the card PIN!

3. Done, your ePIN is set. If necessary, you can print a receipt. Press the 'Menu' button in the top right corner to return to the main menu. After pressing the 'End' button, the final screen will appear.

4. Don't forget to take your card if you inserted it into the ATM.

Thank you, we look forward to your next visit

Please take out your card

