

# Guide Book for Smart Pay

1. Customer login to Maersk.com [Maersk Global Accounts](#) site with Credential to access My Finance;



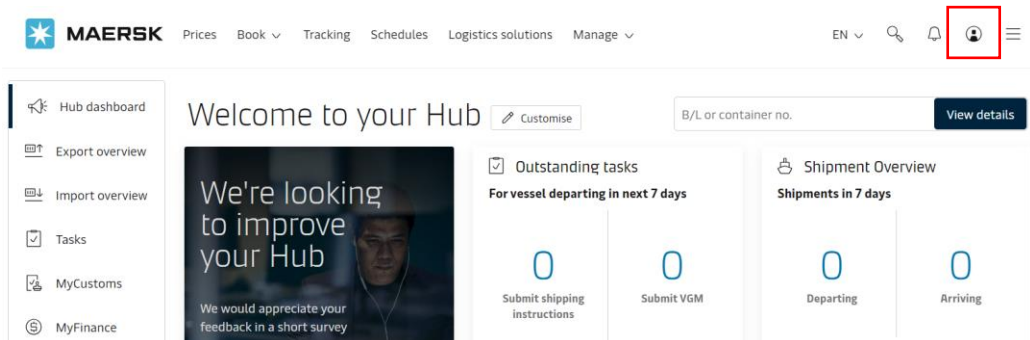
## Login

Remember my username

Log in

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

- 1) Click Account icon



- 2) Click Settings icon

Manage subscriptions

Settings

Manage permissions New

Change customer code

Log out

- 3) Click on Payment Set Up Table:

Bank Details

Add bank account information to sign up for Smart pay & online bank transfer, or to receive refunds into your bank account quickly. On Submitting the Bank details, the account will be registered within 1 work day.

[Add Bank Account](#)

- 4) 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 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.

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Customer:  
Customer code: [Change customer code](#)

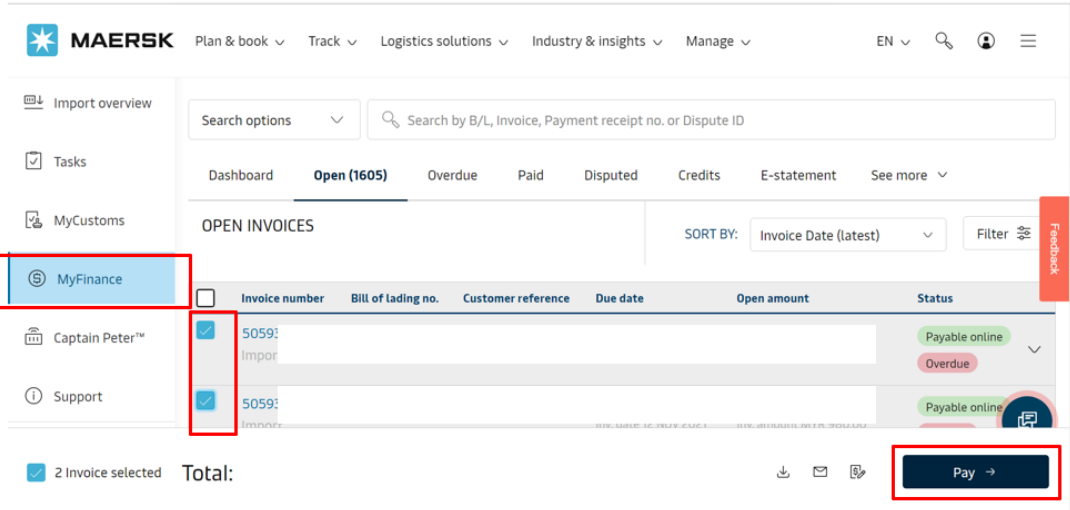
Your profile   Your company   Permissions   **Payment Setup**   Customer search

Bank Details

Add bank account information to sign up for Smart pay & online bank transfer, or to receive refunds into your bank account quickly. On Submitting the Bank details, the account will be registered within 1 work day.

Country	Bank Name	Account No.	Description	Smart Pay	
AU	ZEALAND	152		<input checked="" type="checkbox"/> Authorise	🗑️ ⌵
AU	NATIONAL	23		<input type="checkbox"/> Authorise	🗑️ ⌵
US		035		<input type="checkbox"/> Authorise	🗑️ ⌵

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



## 6. Select Smartpay as the Payment Method.

Your selected invoices

Invoice number	Bill of lading no.	Payment amount
505: Import	91:	MYR 980.00 Inv. amount MYR 980.00
505: Import	91:	MYR 980.00 Inv. amount MYR 980.00
<b>Total amount</b>		<b>MYR 1,960.00</b>

Partial payment

Select payment method

**MAERSK SmartPay** Pay with Maersk Smart Pay & avail an Instant B/L Release with no extra Convenience fee. [Instant B/L Release](#)

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

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Account XXXXXXXXXXX1 RHB BANK BERHAD ▾

Pay using Credit, debit or prepaid cards & avail Instant B/L Release. [Instant B/L Release](#)

**Terms and conditions**

I accept the terms and conditions

(i) The privacy and cookie policy [<https://www.maersk.com/privacy-and-cookie-policy>],  
(ii) The terms of use [<https://terms.maersk.com/>] and  
(iii) If you pay in UK in GBP currency you agree to the terms as defined by BACS [<https://www.bacs.co.uk/services/bacssHomeS/direCtdebit/pages/dirEctdebit.aspx>]  
(iv) If you pay in New Zealand or Australia, you agree to the terms and conditions as referenced in the Australian Payment Clearing Association. [<https://auspaynet.com.au/network/direct-debit-electronic-transfers>]  
(v) Ensure that your account has sufficient funds, that your account is unblocked, and that your bank will accept electronic payment requests. Failure to do so could result in a service fee being assessed on your account for any failed payments.

Cancel [Proceed to pay →](#)

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

Please confirm payment for below.

Invoice no.	Payment amount
505	MYR 980.00
505	MYR 980.00
<b>Total payment amount</b>	<b>MYR 1,960.00</b>

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
<b>Total amount (27 MAR 2023)</b>		<b>MYR 1,960.00</b>

[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.

<input type="checkbox"/>	Invoice number	Bill of lading no.	Customer reference	Paid date	Paid amount	Payment receipt	Status
<input type="checkbox"/>	505 Import	913	505	-	Inv. amount MYR 980.00		Payment arranged
<input type="checkbox"/>	505 Import	913	505	-	Inv. amount MYR 980.00		Payment arranged