

## 1. OUTWARD INSTRUMENTS/CHEQUES COLLECTION AND REALIZATION TIMINGS

The following table outlines the Instruments/Cheques Collection and Funds Realization Timing for different types of outward clearing:

S. No.	Clearing Type/Sessions	Instrument/Cheque Collection	Funds Reliaization (Payee's Account)
1	Same Day Clearing	9:30 am	On Same Business Day before close of Business (T+0)*
2	Normal / Overnight Clearing	5:00 pm	On Next Business Day before close of Business (T+1)
3	Intercity Clearing	4:30 pm	On Next Business Day before close of Business (T+1)
4	Non Nift (Remote Area)**	2:00 pm	On Next Business Day before close of Business (T+1)
5	Non Nift (Remote Area)***	2:00 pm	On Second Business Day before close of Business (T +2)

\* Drawee Branch is located in the region/city/town of HBL's collecting branch.

\*\* T represents the Business Day on which the cheque/ instrument is received by the bank for processing in clearing/collection

\*\*\* Drawee Branch is not located in the region/city/town of HBL's collecting branch

### Important Note:

Outward clearing cheques/instruments received as per the above defined cut-off timelines will be processed on the same business day whereas cheques/instruments received after the above cut-off timelines will be processed on the next business day.

## 2. CRITERIA FOR SAME DAY CLEARING

Following is the criteria for Same Day Clearing:

- a. **Payment Instruments:** Cheques and Instruments
- b. **Amount:** Minimum Rs. 100,000/-
- c. **Time Limit:** 9:30 am
- d. **Radius:** Maximum of 5.0 km from NIFT Center

Note: Both receiving and Paying Banks/Branches are member of "Same Day Clearing – NIFT"

## 3. CUSTOMER'S FACILITATION

- The customer can call HBL phone banking or contact HBL Branch in terms of obtaining information over Rights, Responsibilities and Liabilities of Payee / Drawer.
- The customer may approach to the Branch Manager/Relationship Manager/Branch Operations Manager for getting updated information as per bank's policies and procedures regarding Clearing Operations.
- Please visit HBL official website (<http://hbl.com/news>) for the following:
  - a. List of Non-Nift Branches with their relevant Hub Branches
  - b. List of Same Day Clearing Branches with Same Day Clearing Criteria
  - c. List of Centazlied Clearig Units (CCUs)