

ESPACE LIBRE-SERVICE

PRO 

HOW DOES IT WORK?



CAISSE  
D'ÉPARGNE  
Côte d'Azur



**FAST, SAFE, AND DEDICATED**  
TO OUR PROFESSIONAL CLIENTS

**Thanks to the Espace Libre-Service Pro**, your cash and cheque deposits as well as your coin supplies are so much simpler. In a facility specifically dedicated to our professional clients at the heart of the Principality, **you can freely access these services essential for managing your company, 7 days a week.**

**Would you like to meet  
our advisors?**

**Our Monaco Business Centre  
is at your service:**

Villa l'Union, 27 boulevard des Moulins

**Tel. : +377 93 10 10 40\***



## CASH DEPOSITS <sup>(1)</sup>

### THE TOOLS YOU NEED

To enable you to use the automatic cash deposit service<sup>(1)</sup>, the Monaco Business Centre places different tools at your disposal.

- A key to open the drawer
- A deposit pouch to contain your cash
- A cash deposit slip to be completed before depositing the pouch

### PROCEDURE TO BE FOLLOWED

- Place your cash in the pouch
- Fill in the cash deposit slip attached to the pouch:
  - place one copy in the pouch, one copy in the deposit box
  - keep one copy
- Close the pouch and place it in the deposit box
- Make sure you close the box completely

(1) Consult your Account Manager for terms and conditions of subscription to the SECUREXPRESS service. Application of rates as per current fee brochures.



## COIN ROLL DISTRIBUTOR <sup>(1)</sup>

### INSTRUCTIONS FOR USE

In order to use this service<sup>(1)</sup>, you must dispose of a professional Caisse d'Épargne bank card issued to you by the Monaco Business Centre.

- › Insert your dedicated card into the coin roll distributor
- › Insert the note(s) you wish to change into coins (up to 500 euros) into the coin roll distributor
- › Collect the coin rolls



## CHEQUE DEPOSITS

The box designed to receive your cheques is available in this self-service facility.

- › Fill in the cheque deposit slip issued by the Monaco Business Centre
- › Insert it into the dedicated cheque deposit pouch, the first leaf of your slip completed beforehand, accompanied by the corresponding cheques
- › Keep the second leaf (duplicate) of the cheque deposit slips
- › Place your cheque deposit pouch, closed, in the box

### WORTH KNOWING

To make the procedure easier, remember to order a pre-completed book of cheque deposit slips.

### IMPORTANT

Deposit the cheques only after signing them all on the back and checking that they do not have any surcharges or deletions. They must however contain all the obligatory items: amount in figures and letters, recipient, date and place of issue, issuer's signature.

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22, boulevard Princesse Charlotte  
98000 MONACO



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**[cecaz-monaco.com](http://cecaz-monaco.com)\*\***

\* The cost of a call depends on your telephone operator. \*\* The cost of connection depends on your Internet provider.

Caisse d'Épargne et de Prévoyance Côte d'Azur, société anonyme coopérative à directoire et conseil d'orientation et de surveillance, régie par les articles L.512-85 et suivants du Code monétaire et financier – Capital social 515.033.520 euros – 455, promenade des Anglais, 06200 Nice – 384 402 871 RCS NICE.  
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