

MetLife Premium payment procedure through Internet Banking of Dutch-Bangla Bank Limited

*** Register Biller is mandatory to pay bill. It is one time registration.*

To register new biller:

1. Go to **Bill Payments -> Register Biller -> Add New Biller.**
2. Give the following information :
 - a. For "Biller Type" select "Insurance"
 - b. For "Biller" select "ALICO Payment"
 - c. Enter your Insurance Policy Number (*please enter any one policy number if you have multiple policies*)
 - d. Nick Name: Nick name for your understanding e.g., "MetLife" **(No space allowed)**

[If you need to change any input click "Back" and follow step 2](#)

3. Click Submit and Confirm.

To Pay Bill :

*** You must have registered with the biller (to register new biller please see the above) to pay bill.*

1. Go to **Bill Payments -> Pay Bill**
2. Give the following information :
 - a) Customer : Select your Name from the drop-down list.
 - b) Biller : Select "ALICO Payment ". (Biller" will come according to the "Customer" selection. So please select customer first to select Biller.)
 - c) ALICO Policy Number : Select your policy no. from drop down list or you can type another policy no to pay premium of another policy.
 - d) Account : Select your DBBL account no from which you want to pay bill. This must be **BDT** account.
 - e) Bill No : You can write your Policy no/Due month e.g., "Jan-13"
 - f) Bill Date : The bill paying date.
 - g) Amount : The payable amount of your bill.

[If you need to change any input click "Back" and follow step 2](#)

3. Click Submit and Confirm.

**** For more information please call 16216 OR contact nearest DBBL branch**

For information about your MetLife policy payments you can contact us directly at 9561791, Ext-389/384/405.