

CREDIT INVOICE



Meet Ahmed, he is an Insurance Manager at a construction firm.



**One of the employees working at the firm has resigned
and Ahmed has to cancel this employee's insurance card**



Since the policy has not expired yet, there is a premium that Ahmed can get back for the remaining months.



Youve got
credit!

Once the member cancellation has been completed,
Ahmed will receive a credit note for the unused premium.



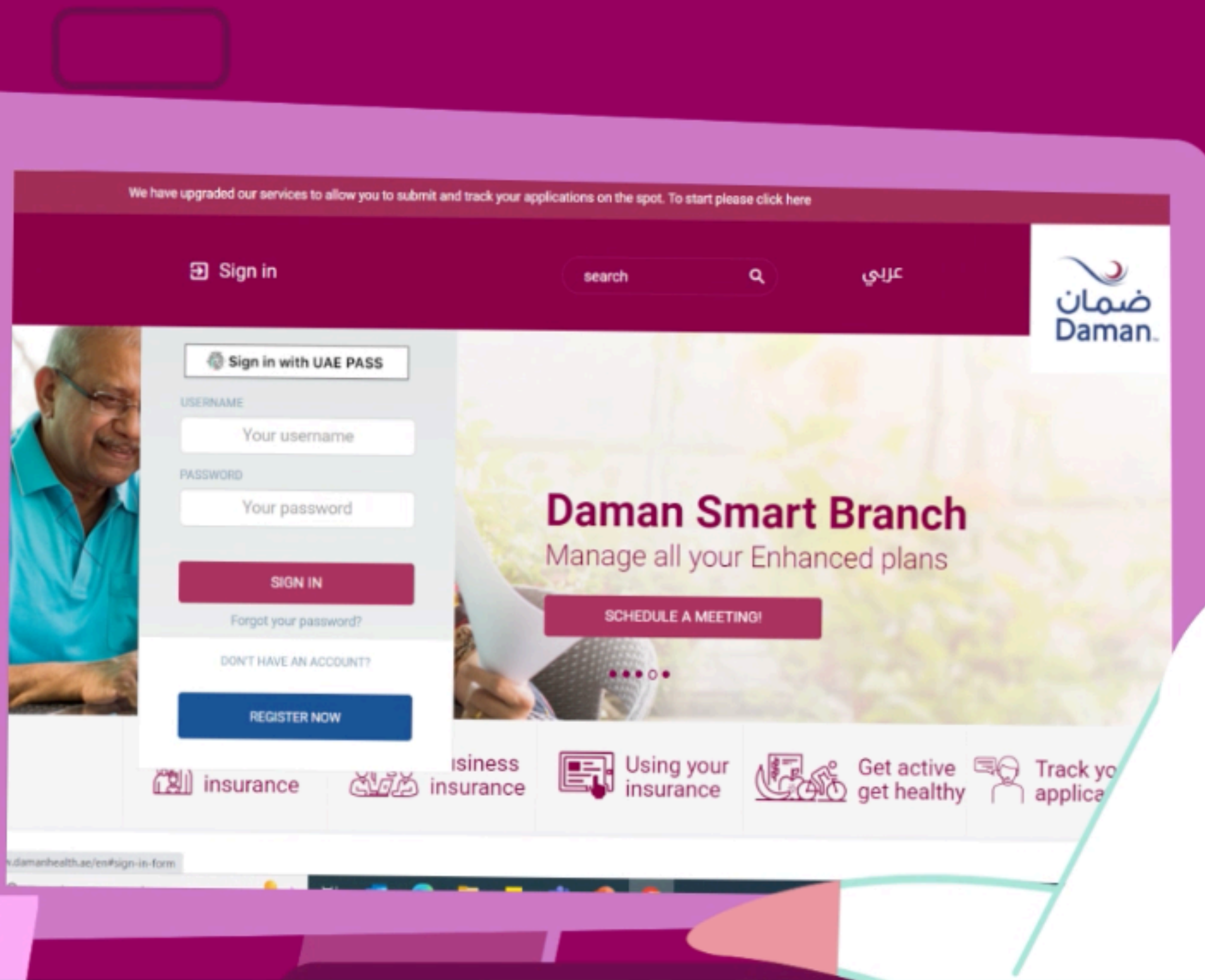
He now has an option to use this credit to pay any outstanding amount in their policy or choose to refund the amount.



So, he's wondering how he can get a credit refund.



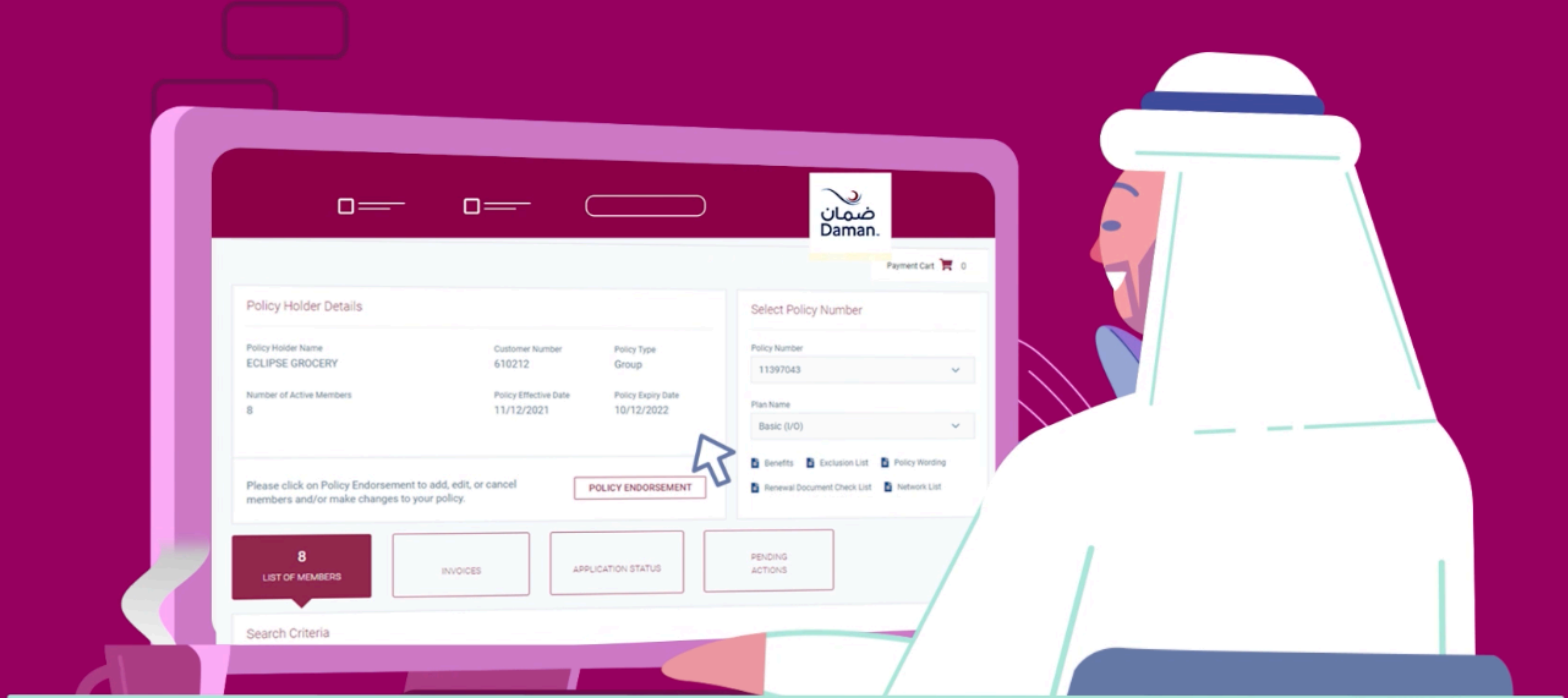
Don't worry, Ahmad, it only takes a few steps!



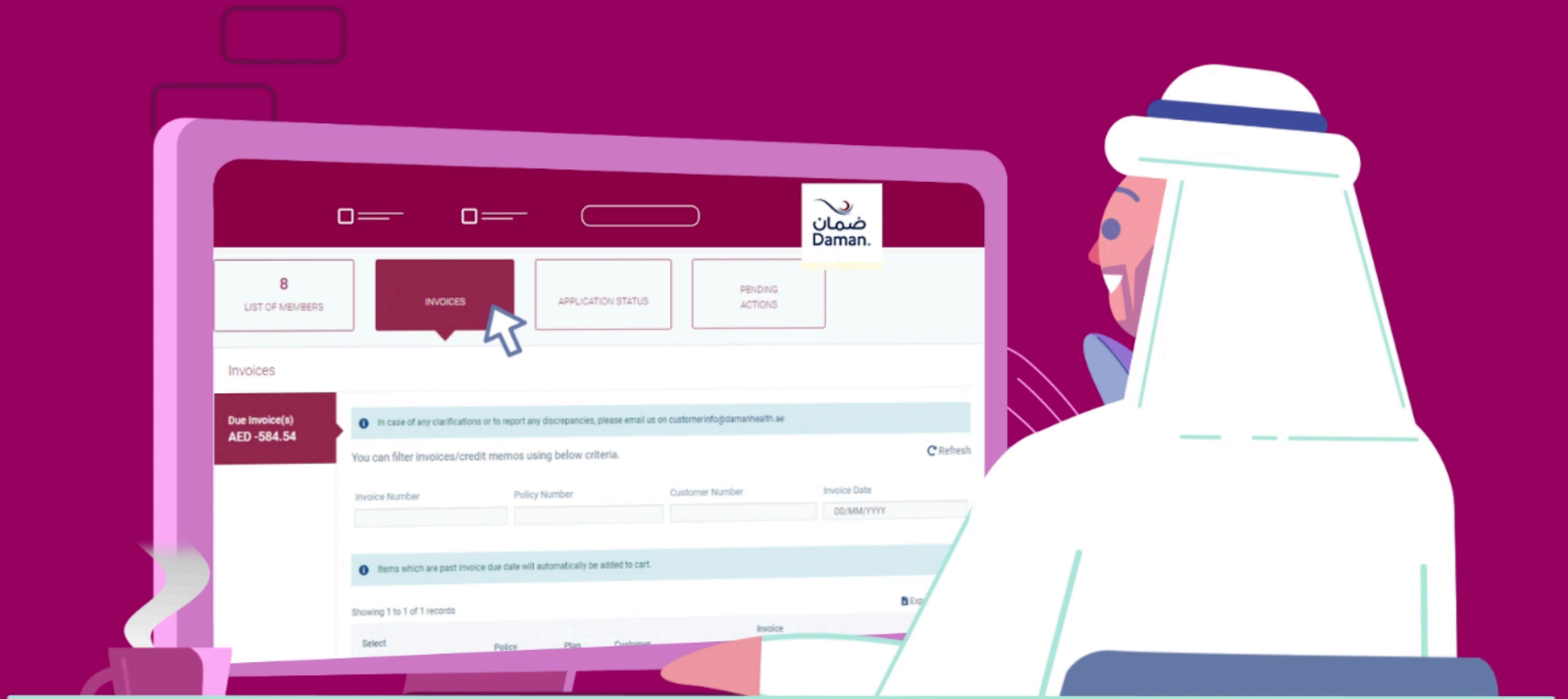
You just need your “MyDaman” account.



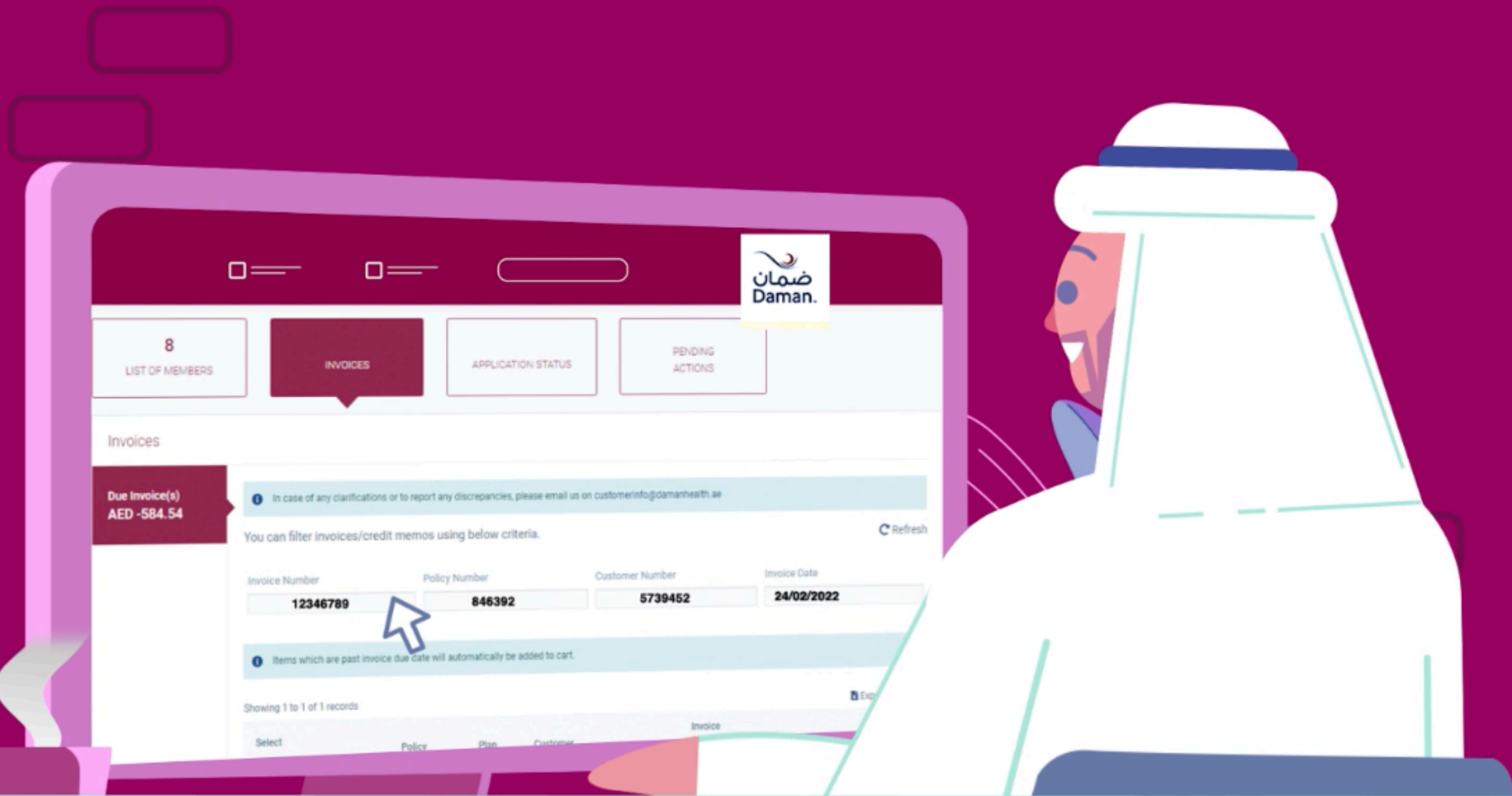
First, Ahmed will need to sign into his “MyDaman” account.



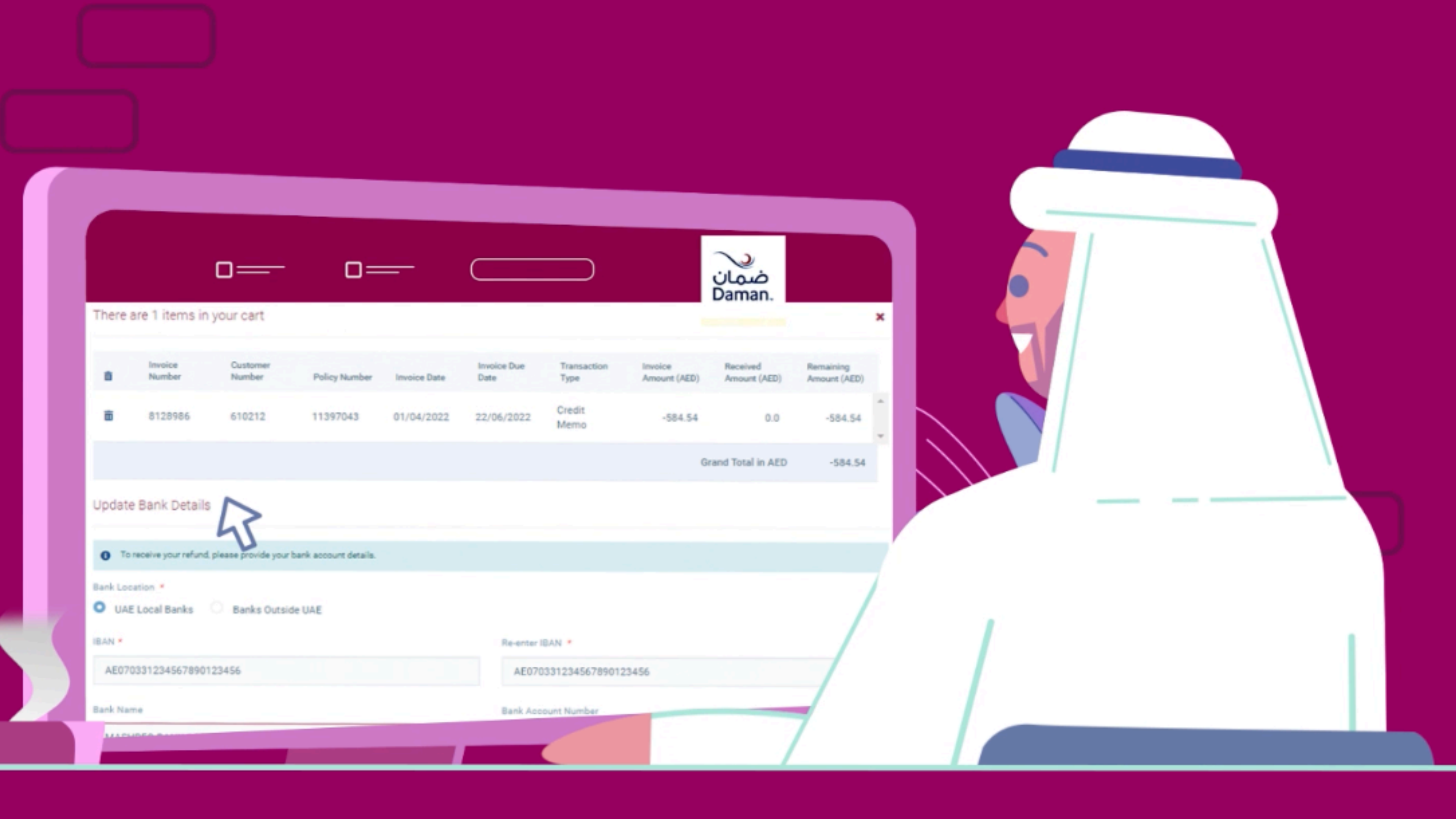
Then, he will click on the Invoices tab where he can see outstanding and pending invoices.



He will then select the credit invoice he wants to refund and click “Proceed to cart”.



Ahmed will then fill in his company's bank details and click submit,



ضمان
Daman.

There are 1 items in your cart

Invoice Number	Customer Number	Policy Number	Invoice Date	Invoice Due Date	Transaction Type	Invoice Amount (AED)	Received Amount (AED)	Remaining Amount (AED)
8128986	610212	11397043	01/04/2022	22/06/2022	Credit Memo	-584.54	0.0	-584.54
Grand Total in AED								-584.54

Update Bank Details

To receive your refund, please provide your bank account details.

Bank Location *

☒ UAE Local Banks ☐ Banks Outside UAE

IBAN *

AE070331234567890123456

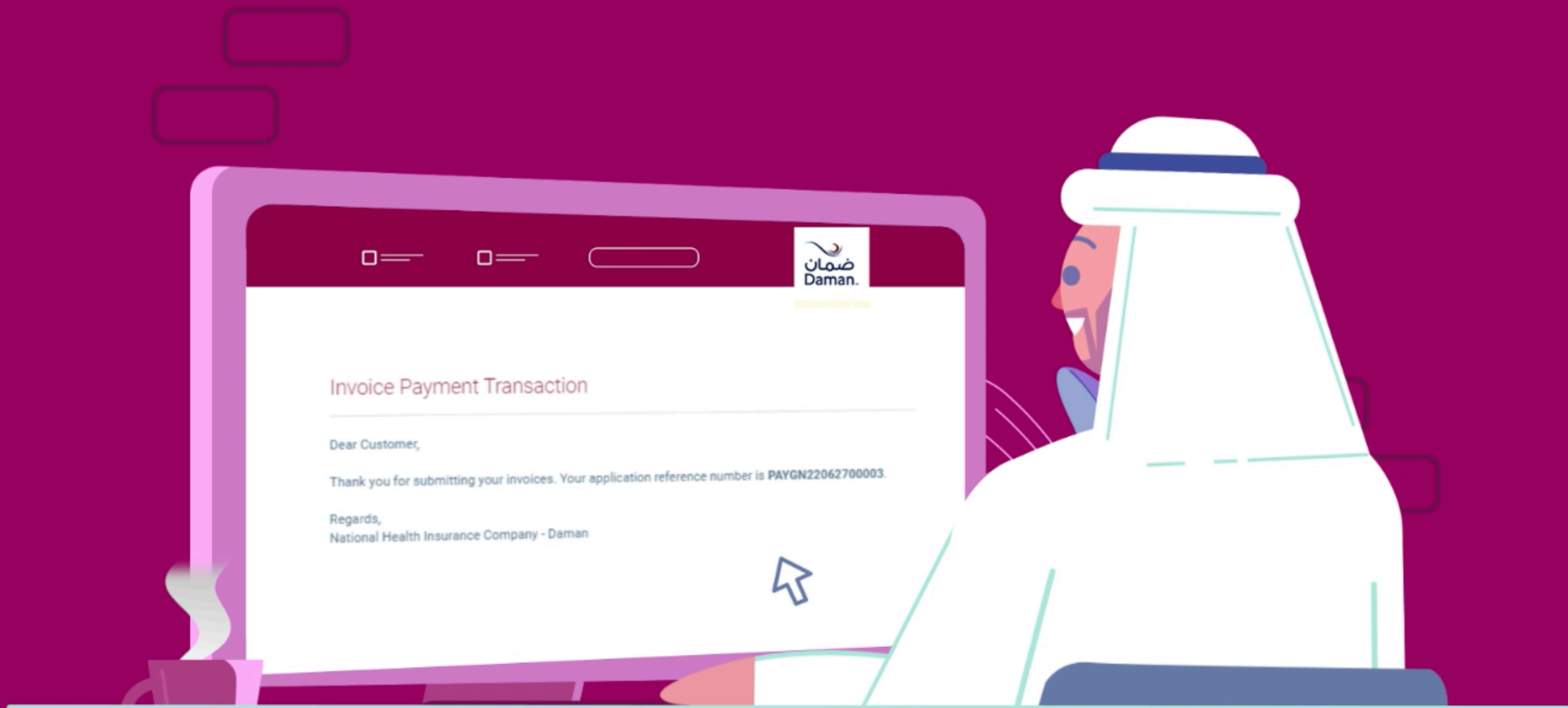
Re-enter IBAN *

AE070331234567890123456

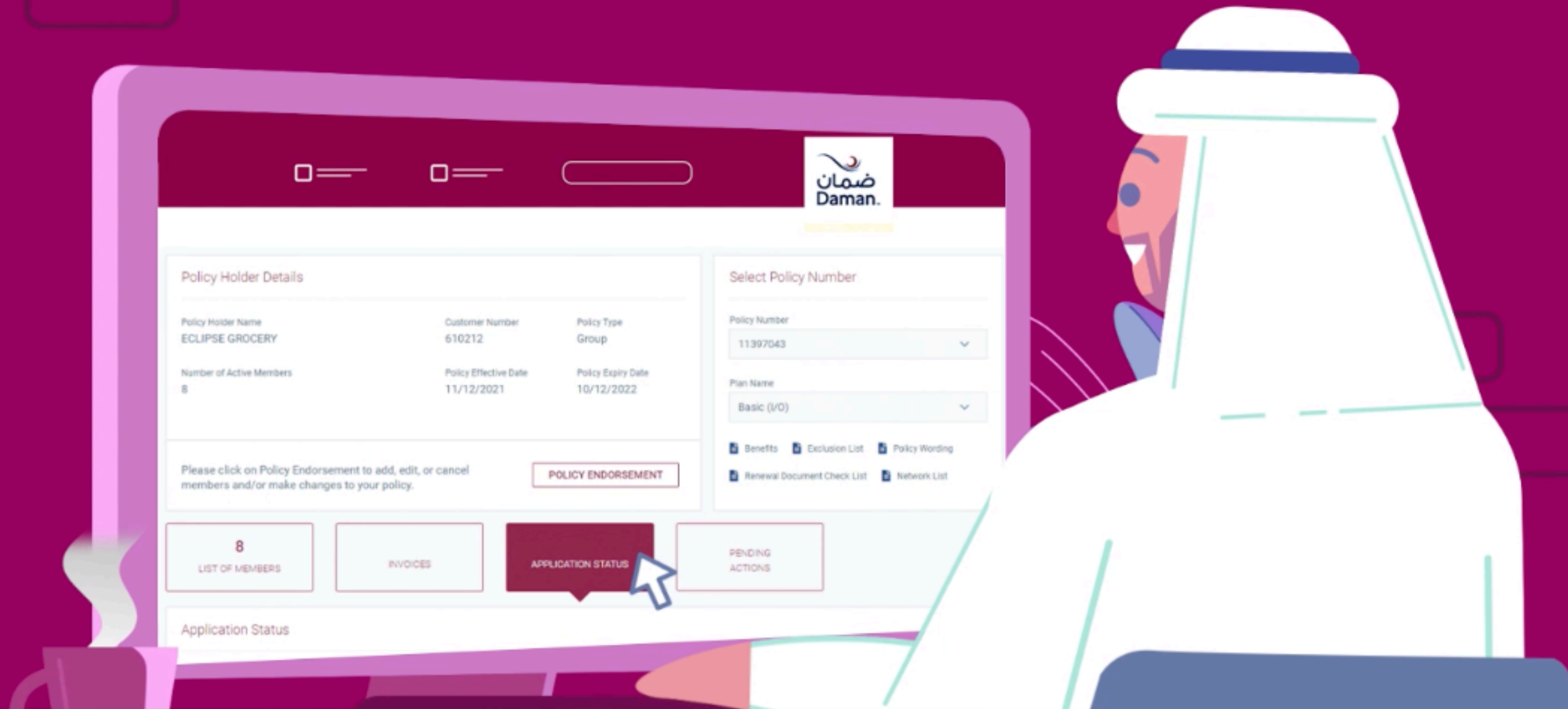
Bank Name

Bank Account Number

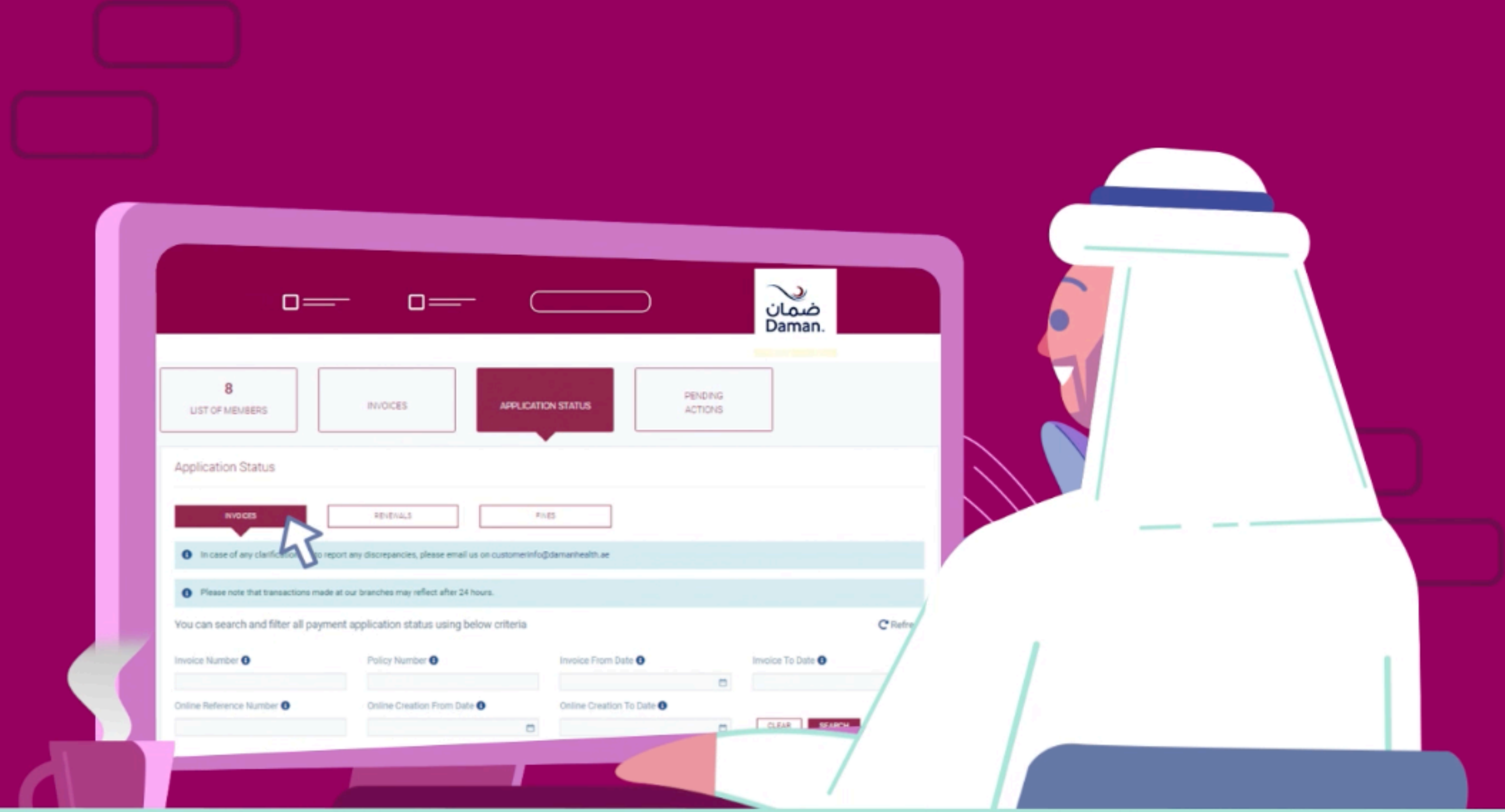
where he will be redirected to the confirmation message.



Now, if Ahmed wants to check the status of his credit invoice refund -



he can just click the Application status tab on his account's homepage,



and select Invoices to check the status.



**Refunds usually take between 7-10 working days
to be reflected in the bank account,**



Email Received!



but we will surely send Ahmed an email notification to inform him when it has been completed.



600 5 32626



customerinfo@damanhealth.ae