



Consumables – Automated Bag Supply Dos and Don'ts

DOs – Help Us Keep Things Running Smoothly!

- ✓ If your takings are under £5,000 per bag. You will be provided with smaller DTP bags.
- ✓ Include the paying-in slip with every deposit to avoid delays or returns.
- ✓ Scan all inner (238) bags before sealing the outer bag – scanning is essential!*
(Not required if you order your bags in bulk and pay per order).
- ✓ Use the dedicated cheque bag (226) for all cheque deposits.
- ✓ Use dedicated coin bags (205) for excessive coin. Excessive coin is classed as anything over £5 in loose change.
- ✓ Place your own initial order if you have a Loomis barcode – only order for your site.

DON'Ts – Avoid These Common Mistakes!

- ✗ Do not repack DTPs into other bags – use them as provided.
- ✗ Do not share bags with other stores – each site must use its own.
- ✗ Do not misuse bags – they are for specific purposes only.
- ✗ Do not seal the outer bag before the driver scans all 238 bags.
- ✗ Do not order bags for other sites – each location is responsible for its own.
*If you take your bags to another location to be collected the location that has the barcode will order bags and ensure all bags are scanned.
- ✗ Do not pack 205 coin bags into any other bag.
- ✗ Do not pack 226 cheque bags into any other bag.

Packing your Cash!



238 BAG

Most common for differentiating tills or Daily Banking
Place your cash into the **238 bag** with your paying in slip and seal the bag.

Place this bag into a larger 201 bag
do NOT seal this bag.



201 bag



201 BAG

For any takings over £5000 in notes and upto £5 loose change please place into a **201 bag** with your paying in slip and seal the bag.



DTP BAG

Most common for daily banking or minimal banking.

For any takings up to £5000 in notes and up to £5 loose change please place these into a DTP bag with your paying in slip and seal the bag.

Do NOT place these into any other bags and ensure all are scanned during your collection service.



COIN BAG

Place **coin** in this bag with a paying in slip and seal the bag ready for collection.

Do NOT place inside any other bags.



CHEQUE BAG

Place **cheques** in this bag with a paying in slip and seal the bag ready for collection.

Do NOT place inside any other bags.

ENSURE ALL BAGS ARE SCANNED WHEN SERVICES ARE COMPLETED