



Intercurrency Multipayments Service

User guide

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The service

The Intercurrency Multipayments Service is an international electronic payment solution used to consolidate multiple payment orders into a single file. Payments can be made to different countries, in different currencies, and can be executed using various payment methods.

Your payees can receive their payments as:

Electronic funds transfers *

A Canadian or international direct deposit. Preferred option when direct deposit is possible in the destination country for the payment.

SWIFT wire transfers

When electronic funds transfers are not available, based on the currency and destination of the payment, a SWIFT wire transfer is the preferred option.

Cheques**

On an exceptional basis, when the other options cannot be used.

* This service is available only in Canada (CAD), the United States (USD), and Switzerland (CHF).

**This service is not offered to all types of clients. It is your responsibility to ensure that drafts are accepted in your payee's country of clearing.

Benefits



User-friendly

- › Makes it easier to manage your domestic and international payments
- › As simple as sending a file containing all your transactions



Boosts efficiency

- › Allows you to send all of your payments at once
- › Optimizes the sending of your transactions
- › Optimizes administrative operations such as bank reconciliation, signatures and internal controls
- › Simplifies cash management



Secure

- › Reduces fraud risk by enhancing transaction security and reliability
- › Secure management of your suppliers' information



Saves money

- › Savings on mass payments
- › Reduces the costs associated with different payment methods
- › Eliminates postage costs

① Signing up

Developing the file format

- › You must develop the format of the file to be used.
- › For all the details about the format, refer to the [Technical specifications](#).

Setting up the transmission method

Two options for sending us your file

Send files through your accounting software

- › Website address: <https://web.tfc.bnc.ca>
- › Windows environnement

Program the transmission of your files automatically.

Software development required

- › Website address: sftp.bnc.ca
- › SFTP with public key (SSH)
- › Any operating system on which an SFTP client can be installed.

Please note that there is no file approval process with this product..

File name structure to use

CPXXXXnnnn.txt

- › « **XXXX** » represents the first four characters of your company code, which will be provided by our Payment Center.
- › « **nnnn** » represents the last four characters of your identifier, which will be provided by our technical service.

② Using the service

Preparing the file

- › The file must meet the formatting requirements set out in the technical specifications.
- › Upon receipt of the file, National Bank tests the file structure and certain information in the file.
- › The transactions in the file will be processed on the transaction date for each one.

Please note that we only provide technical support for file format and data transmission issues.



Your payees' banking information

You will need contact and banking information for all your payees.

We strongly recommend that you ask for the official information provided by your payee's bank. You are responsible for the accuracy of the banking information in your files.

Payees are responsible for notifying you of any changes to their address, institution, branch or bank account number.

Mandatory information

Based on the transaction type:

- › Full name and full contact details of the payee and their bank (*including street, city, province or state, ISO country code and postal code*).

Wire transfers (other than to Europe):

- › BIC* code (SWIFT)

Wire transfers and electronic funds transfers to Europe:

- › IBAN/SWIFT

Electronic funds transfers to the United States – ACH:

- › ACH routing number (American Bankers Association (ABA) routing number)
- › Account type: Chequing or savings

*BIC: Bank Identifier Code

Eligible currencies

Electronic funds transfers will be executed in the currency that is legal tender in the destination country. This option is available only in Canada (CAD), the United States (USD), and Switzerland (CHF.)

Wire transfers and cheques may be made in any currency that is freely convertible on the markets and available at National Bank.



③ What you need to know

Deadlines and processing times

| Payment method | Time taken for deposit to the payee's account | Additional information |
|---|---|---|
| Electronic funds transfer to Canada | Same business day if received before 11am – Otherwise processed the following business day | Processed on the transaction date. |
| SWIFT wire transfer | 24 to 48 hours | Processed on the transaction date. Times may be longer depending on the receiving bank's processing times. |
| International electronic funds transfer & Cheques | 48 to 72 hours | Processed on the transaction date. Once the cheque is issued, it is sent via regular mail. Times may vary. |

Business days: For processing purposes, transactions that have a transaction date that is not a bank business day will be considered to have the date of the following bank business day.

Important

- › File processing times may vary if the payment or file information is invalid or incomplete.
- › Deadlines must be complied with in order for the funds to be credited to the payee's account on the desired date.
- › Payment orders for all payments (other than cheques) will be transmitted by the Bank to the payee's financial institution (and, if applicable, through an intermediary bank) and credited to the payee's account on (i) the transaction date, for payments in Canadian or U.S. dollars, or (ii) the second business day following the transaction date, for payments in any other currency.
- › Time is based on the EST (Eastern Standard Time) time zone.

Returns, rejections and cancellations

| Options | Description | Procedure |
|----------------------|--|---|
| Cancel a transaction | You can request the cancellation of a transaction before your file is processed by National Bank. | Make the request by emailing centre.paiements@nbc.ca before 4 p.m.* |
| | | Information to include in your request: <ul style="list-style-type: none">› Transaction date› Payee's reference number› Payee's name› Amount |
| Cancel a file | A request to stop a file allows us to intercept a complete file before it is processed. | Make the request by emailing centre.paiements@nbc.ca before 4 p.m.* |
| | | Information to include in your request: <ul style="list-style-type: none">› File creation No.› Total number of transactions› Total amount of the transactions |

* **Important:** The request must be sent on the bank business day before the transaction date for the transaction or the file.

Rejections

- › The Bank will never make any corrections or changes to the files it receives for processing.
- › In the event that transactions in your file are rejected, you will receive an email from centre.paiements@nbc.ca with information about the rejections in Excel format.
- › You can then correct the rejected transactions and resubmit your file.

Returns

- › A payment order may be returned by the payee's financial institution for various reasons (account closed, invalid account number, missing information, etc.).
- › In that case, the Bank will credit the returned amount to your account as soon as possible and will notify you via a return notification.
- › Please consult the technical specifications section for information about [return notification files](#).

References

The following sites may be useful for preparing your files and entering banking information. National Bank is not responsible for the contents of these external sites.

- › Check SWIFT code (BIC code): <http://www.swift.com/bsl/freequery.do>
- › Check IBAN (International Bank Account Number): <https://www.iban.com/iban-checker>
- › Check ACH routing number: <https://www.frb services.org/EPaymentsDirectory/searchFedwire.html>

Customer service

Our Customer Service team will be pleased to answer all your questions.

For clients enrolled in the service

centre.paiements@nbc.ca | Response time: 24 to 48 hours



For general questions about the service

Our offices are open Monday to Friday, from 7:00 a.m. to 8:00 p.m., Eastern time.

Business Central, transit: 4176-1 | 514-394-4494 (Montreal) | 1-844-394-4494 (outside Montreal)

4 Technical specifications

File format to be developed

Please follow the instructions in this section carefully. Please note that “payee” refers to your client and “user/ordering party” refers to you.

File format convention

| Character | Definition |
|-----------|---|
| x | Alphanumeric characters |
| a | Alphabetic characters only |
| n | Numeric characters only |
| d | Decimals |
| * | Number of lines allowed |
| :: | The :: before and after the field number are mandatory. |



Attention!

No **mandatory field** should be left empty.

It is essential to adhere to the line lengths indicated in the **Format column**.

Payment file

The ASCII text file you create must contain three blocks (A, B and C) of records:

| Block | Definition | Additional information |
|---------|---|--|
| Block A | Identifies the user | <ul style="list-style-type: none"> > First record of each batch. > It will not be repeated within the same batch.* |
| Block B | Identifies the transaction | <ul style="list-style-type: none"> > Single or repeated. > There is one Block B for each transaction. > Each Block B must contain all the information necessary to identify a transaction. |
| Block C | Specifies the number of transactions and the total amount of the file | |

***Batch:** All 3 blocks (A+B+C). A file can include multiple batches. One batch = One debit from the account.

Important:

One single transaction date for all the payment orders contained in the same batch.

Block A – User identification

| Field | Format | Description | Structure and example | Mandatory field |
|--------|--------|---|--|-----------------|
| :20: | 16x | <i>Unique</i> Batch reference number | <p>Structure</p> <ul style="list-style-type: none"> > 4a: First 4 letters of company code > 6n: File creation date (YYMMDD) > 4n: Control number corresponding to the batch sequence number <p>Example</p> <p>:20:ABCD2304261234</p> | Yes |
| :23: | 6a | Type of transaction | <p>Structure</p> <p>Always CREDIT</p> <p>Example</p> <p>:23:CREDIT</p> | Yes |
| :51A: | 8!a | Company code; assigned by the Payment Centre | <p>Example</p> <p>:51A:ABCDXXXX</p> | Yes |
| :50K:/ | /34x | Number of the account to be debited for the batch | <p>Example</p> <p>:50K:/0001122233 ABCD INC. 600, De La Gauchetiere Montreal, QC, CA, X0X 0X0</p> | Yes |
| | 35x | Ordering party's name | | Yes |
| | 35x | Address | | Yes |
| | 35x | City, Province* | | Yes |
| | 35x | ISO country code, postal code* | | Yes |
| :71A: | 3!a | Type of charges (always SHA) | 71A:SHA | Yes |

Important :50K:/

For all payments :

- > The information in field 50K must be distributed over 5 lines: account number on the first line, client's name on the second line, and the address on the next 3 lines as indicated above.
- > Each line must contain at least 2 alphabetic characters.
- > On the 5th line, the country must be indicated by its **two-character ISO code**, not by its full name.
- > **The comma (,)** is mandatory between the address, city, province/state and two-character ISO country code

N.B.: “:50K:/” is not repeated at the beginning of each line.



Block B – Payment identification

| Field | Format | Description | Structure and example | Mandatory field |
|------------------------|--------|---|---|-----------------|
| | | Payment reference number* | | |
| :21: | 16x | <ul style="list-style-type: none"> > Could be a payee number (always same number for same payee) > Could be a payment reference number (always different) | <p>Example</p> <p>:21: AAA123456XXXX</p> | Yes |
| :32B: | 3!a15d | Payment currency, Payment amount | <p>The amount must always include a comma in place of a decimal point, even if there are no cents.</p> <p>Example</p> <p>Amount with no cents: :32B:CAD10000,</p> <p>Amount with cents: :32B:USD10171,28</p> | Yes |
| | | Outside Canada and United States | Example | |
| | | <p>57A – Bank code</p> <p>SWIFT code</p> | :57A:SOGEFRPPXXX Societe Generale 17, Cours Valmy Puteaux, FR, 92972 | Yes |
| | 34x | <p>Transaction in Canada and United States only</p> <p>57C – Bank code</p> | Example | |
| :57A: or :57C:// | | <p>Format for Canada: 0-institution(3)-transit(5) 000611111</p> <p>Format for the United States: ACH Routing Number (9) 999999999</p> | :57C://999999999 US Bank 11, North Street MINNEAPOLIS, MN US, 55402 | Yes |
| | | | Exception: Field 57A/57C is blank when the payment type is a cheque. | |
| | 35x | Name of the payee's bank | | Yes |
| | 35x | Bank address | | Yes |
| | 35x | City, region | | Yes |
| | 35x | ISO country code, postal code | | Yes |

Block B – Payment identification (cont.)

| Field | Format | Description | Structure and example | Mandatory field |
|-------|--------|--|---|-----------------|
| | | Payee's account and information | Example for United States | |
| | | Electronic funds transfer to the United States: | :59:/CHK11111111111111111111 XYZ INC. 99 North Street KANSAS CITY, MO US, 55402 | |
| | 34x | The account type must be specified at the beginning of the account number. CHK: Chequing account SAV: Savings account | | |
| :59:/ | | Cheque: The field must be blank | Example for Europe | Yes |
| | 35x | Payee's name | :59:/FR11 1111111 TRE INC. 17, Cours Valmy Puteaux FR, 92972 | |
| | 35x | Payee's address | | |
| | 35x | City, region | | |
| | 35x | ISO country code, postal code | | |
| :70: | 35x | Reason for payment. <i>No accents or special characters.</i> | Example :70:payroll | No |
| :26T: | 3!a | Transaction type code ANN = Annuity BUS = Business/Commercial DEP = Deposit LOA = Loan MIS = Miscellaneous MOR = Mortgage PEN = Pension RLS = Rent/Lease SAL = Salary/Payroll TAX = Tax TEL = Transaction by telephone WEB = Transaction over the Internet | Example :26T:DEP | No |
| :99A: | 3!a | Payment currency | Example :99A:USD | Yes |
| :99A: | 2!a | ISO code of the destination country for the payment | Example :99B:US | Yes |
| :99C: | 35x | Deposit notification to payee by email | Example :99C:ABCD@nbc.ca | No |
| :99D: | 35x | Deposit notification to payee by fax | Example :99D:15145555555 | No |

Important :59:/

For all payments:

- › The information in field 59 must be distributed over 5 lines: account number on the first line, client's name on the second line, and the address on the next 3 lines as indicated above.
- › Each line must contain at least 2 alphabetic characters.
- › On the 5th line, the country must be indicated by its **two-character ISO code**, not by its full name.
- › **The comma (,)** is mandatory between the address, city, province/state and two-character ISO country code

***N.B.:** Fields 99C and 99D are mutually exclusive (none; one or the other).

Block C – Batch end

| Field | Format | Description | Structure and example | Mandatory field |
|-------|------------|--|------------------------|-----------------|
| :32A: | 6!n 3!a15d | <ul style="list-style-type: none"> > Batch process date. > Currency of the debited account. > Total amount of payments* <p>*Total of all amounts in fields 32B (all currencies).</p> | :32A:230419USD10171,28 | Yes |
| :99N: | n | Number of payments in the batch | :99N:1 | Yes |

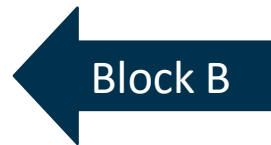
Currency of the debited account: The currency in this field must be the same as the currency of the account to be debited for the batch, as indicated in field 50K of Block A.

Examples – Payment file

:20:ABCD0310090001
:23:CREDIT
:51A:ABCD CAMM
:50K:/0006000111234567
ABCD COMPANY INC
600 DE LA GAUCHETIERE O, SUITE 5002
MONTREAL, QC
CA, H1G 1N1
:71A:SHA



:21:REF CL.000121
:32B:USD300,
:59:NORMAN STACK 1235
PRINCE STREET NEW
YORK, NY
US, 01234
:70:SHA REFERENCE 123568
:26T:MIS
:99A:USD
:99B:US
:99C:email.address@abcd.com



Cheque

:21:ABCD00080002
:32B:EUR150,65
:57A:BDFEFEPP
BANQUE DE France
39 RUE CROIX DES PETITS CHAMPS
PARIS, ILE-DE-FRANCE
FRANCE, 75001
:59:/FR2630041000010000002H02003
FRANCIS NORTON
55589 CHAMPS ELISEES
PARIS, ILE-DE-FRANCE
FR, 75010
:70:SHA REFERENCE ROC5456
:26T:MIS
:99A:EUR
:99B:FR
:99D:514-359-9874



Electronic funds
transfer and/or
wire transfer

32A:031009USD450,65
:99N:2



Batch end

Notification files

These are ASCII text files that we will send you when we receive your transaction file.

There are two types of notification files

Acknowledgement of receipt

- › Will be sent on the day that transactions are processed.
- › Confirms receipt of the file and transaction processing.

Return notification

- › Will be sent when transactions are returned to you.
- › Transactions may be returned for various reasons (incorrect data, closed account, etc.).

Notification file format

| Field | Format | Description | Additional information |
|-------|---------|--------------------------------|---|
| :20: | 16x | Notification reference number | For acknowledgements of receipt: 4a: First four letters of company code 6n: File creation date (YYMMDD) 4n: Control number corresponding to the batch sequence number. For return notifications: Batch sequence number. |
| :23: | 6!a | Notification type | ACKNLG for acknowledgements of receipt – will be sent the same day upon receipt of the file. RETURN for return notifications. |
| :51A: | 8!a | Issuer's BIC code | Always BNDCCAMM. |
| :50: | 4* 35x | Name of the ordering Bank | Always National Bank. |
| :71A: | 3!a | Type of fees | Always SHA - paid by National Bank of Canada. |
| :21: | 16x | Reference number | For acknowledgements of receipt: Reference number for the rejected payment. For return notifications: Reference number for the returned payment. |
| :32B: | 3!a15d | Currency and amount of payment | |
| :59: | 35x | Company name | Name of your company as indicated in field 50K of the original file. |
| :70: | 16x | Payee reference | /RFB: Reference for beneficiary customer (payee reference)/Reference number of the rejected or returned payment |
| | 35x | Payee's name | |
| | 35x | Reason for payment | 1st line of field 70 of the original payment |
| | 3!n/32x | Rejection/return code | |
| :32A: | 6!n | Batch process date | YYMMDD |
| | 3!a | Currency | Currency of the account to be debited for the batch |
| | 15d | Total amount | Total of payments for batch (all currencies combined) |
| :99N: | N | Number of payments | |

Examples – Notification files

Acknowledgement of receipt file

:20:abcd0712310001
:23:ACKNLG
:51A:BNDCCAMM
:50:NATIONAL BANK OF CANADA
:71A:SHA
:21:00000001
:32B:CAD1000,00
:59:ABCD COMPANY INC
:70:/RFB/00000001 JOHN DOE INVOICE 1234
705/Inv mandatory file info
:32A:071231CAD23360682, 15
:99N:307

Return notification file

:20:ABCDR107L3101
:23:RETURN
:51A:BNDCCAMM
:50:NATIONAL BANK OF CANADA
:71A:SHA
:21:ABCDR107L31010001
:32B:CAD1000.00
:59:ABCD COMPANY INC
:70: /RFB/1234567 JOHN DOE INVOICE 1234 903/STOP
PAYMENT
:32A:061231CA1000.00
:99N:1



Appendices

Appendix A - What is the difference between an electronic fund transfer and a SWIFT wire transfer?

It is essential to note that within the SMI solution; to perform an electronic fund transfer, the transaction must be sent in the local currency of the destination country.

Please refer to Appendix B for the list of countries where electronic fund transfer is available. For all other countries, wire transfer is the only available option.

SWIFT wire

Usage : Mainly used for international transfers to suppliers or for non-recurring transactions. Wire transfers contain more information and data than an EFT.

Network : Uses the SWIFT network (Society for Worldwide interbank Financial Telecommunication) to send messages and payments between banks.

Fees : Fees for wire transfers via the IMS solution range from 25\$ to 40\$ depending on the volume.

Security : Highly secure, SWIFT is widely recognized and used by banks worldwide.

Electronic Fund Transfer (EFT/ACH)

Usage : Mainly used for recurring payments, such as salaries or monthly supplier payments.

Network : Uses local networks like ACH (Automated Clearing House) or similar systems to transfer funds directly between bank accounts.

Fees : Fees for EFT via the IMS solution range from 0.20\$ to 6.50\$ depending on the destination of the payment.

Security : Secure and reliable.

Availability: Available only in Canada (CAD), the United States (USD), and Switzerland (CHF).

Appendix B

List of ISO Country Code

This table shows ISO country code

| ISO Code | Country |
|----------|----------------------------------|
| AD | Andorra |
| AE | United Arab Emirates |
| AR | Argentina |
| AT | Austria |
| AU | Australia |
| BB | Barbados |
| BD | Bangladesh |
| BE | Belgium |
| BF | Burkina Faso |
| BG | Bulgaria |
| BJ | Benin |
| BR | Brazil |
| BS | Bahamas |
| CA | Canada |
| CD | Democratic Republic of the Congo |
| CH | Switzerland |
| CI | Côte d'Ivoire |
| CL | Chile |
| CM | Cameroon |
| CN | China |
| CO | Colombia |
| CR | Costa Rica |
| CU | Cuba |
| CY | Cyprus |
| CZ | Czech Republic |
| DE | Germany |
| DK | Denmark |
| DO | Dominican Republic |
| EE | Estonia |

| | |
|----|----------------|
| EG | Egypt |
| ES | Spain |
| FI | Finland |
| FR | France |
| GB | United Kingdom |
| GF | French Guiana |
| GH | Ghana |
| GL | Greenland |
| GR | Greece |
| GT | Guatemala |
| HK | Hong Kong |
| HR | Croatia |
| HT | Haiti |
| HU | Hungary |
| IE | Ireland |
| IL | Israel |
| IN | India |
| IS | Iceland |
| IT | Italy |
| JP | Japan |
| KE | Kenya |
| KR | South Korea |
| KY | Cayman Islands |
| LB | Lebanon |
| LK | Sri Lanka |
| LT | Lithuania |
| LU | Luxembourg |
| LV | Latvia |
| GB | United Kingdom |
| GF | French Guiana |
| GH | Ghana |
| GL | Greenland |
| GR | Greece |
| GT | Guatemala |
| HK | Hong Kong |
| HR | Croatia |
| HT | Haiti |

| | |
|----|----------------|
| HU | Hungary |
| IE | Ireland |
| IL | Israel |
| IN | India |
| IS | Iceland |
| IT | Italy |
| JP | Japan |
| KE | Kenya |
| KR | South Korea |
| KY | Cayman Islands |
| LB | Lebanon |
| LK | Sri Lanka |
| LT | Lithuania |
| LU | Luxembourg |
| LV | Latvia |
| GB | United Kingdom |
| GF | French Guiana |
| GH | Ghana |
| GL | Greenland |
| GR | Greece |
| GT | Guatemala |
| HK | Hong Kong |
| HR | Croatia |
| HT | Haiti |
| HU | Hungary |
| IE | Ireland |
| IL | Israel |
| IN | India |
| IS | Iceland |
| IT | Italy |
| JP | Japan |
| KE | Kenya |
| KR | South Korea |
| KY | Cayman Islands |
| LB | Lebanon |
| LK | Sri Lanka |
| LT | Lithuania |



| | |
|----|---------------------|
| LU | Luxembourg |
| LV | Latvia |
| MA | Morocco |
| MC | Monaco |
| MD | Moldova |
| MG | Madagascar |
| MQ | Martinique |
| MT | Malta |
| MX | Mexico |
| MY | Malaysia |
| NA | Namibia |
| NG | Nigeria |
| NL | Netherlands |
| NO | Norway |
| NZ | New Zealand |
| PA | Panama |
| PE | Peru |
| PK | Pakistan |
| PL | Poland |
| PR | Puerto Rico |
| PT | Portugal |
| PY | Paraguay |
| RO | Romania |
| RS | Serbia |
| SA | Saudi Arabia |
| SE | Sweden |
| SG | Singapore |
| SI | Slovenia |
| SK | Slovakia |
| SN | Senegal |
| TG | Togo |
| TH | Thailand |
| TN | Tunisia |
| TR | Turkey |
| TT | Trinidad and Tobago |
| TW | Taiwan |
| TZ | Tanzania |

| | |
|----|-----------------|
| UA | Ukraine |
| UK | United Kingdom* |
| US | United States |
| UY | Uruguay |
| VN | Vietnam |
| VU | Vanuatu |
| ZA | South Africa |