



VTB Bank (Europe) SE
Rüsterstraße 7–9
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Germany

FORMATS FOR PAYMENT ORDERS

International Payment Transactions

For Non-Banks



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Definition of Foreign Payment Orders

Foreign payment orders are instructions that

- are given by Z1
- are sent by BankingLine (MIP)
- are sent by mail or fax
- do not fit into format of EU standard payment or SEPA Credit Transfer
- are payable in each convertible currency
- have to be executed to Germany or any other country

The routing of the payments is carried out by the routing tables of VTB Bank (Europe) SE. VTB Bank (Europe) SE chooses the best and quickest way to execute your payment order.

The value date for execution is

- for payments without conversion: same day
- for payments with conversion: day +2

Explanation of Terms

- **BIC - Bank Identification Code**

The BIC is a bank's unique address in the SWIFT format.

This code consists of 4 characters for the name of the bank, 2 characters for the country, 2 characters for the town and, if applicable, another 3 characters for a branch.

	Bank	Country	Town	Branch	Applicable for
E.g.	OWHB	DE	FF		VTB Bank (Europe) SE, Frankfurt

- **IBAN – International Bank Account Number**

The IBAN is a globally standardised identifier of a bank account, which is used in international payment transactions.

The introduction of the IBAN is intended to simplify and speed up the processing of international payment transactions over the longer term.

The length of the IBAN can vary from country to country. A uniform length of 22 characters has been agreed for Germany. It is composed of the 2 character country code, the 2 character check digit, the 8 character bank identification code and your 10 character account number.



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The example below is meant to show you this function:

Example: **Your account number:** **0123456789**
 Our bank identification code: **503 200 00**

 Your IBAN: **DE55 5032 0000 0123 4567 89**

- **Arrangement of Charges**

OUR: All charges are borne by the ordering party
BEN: All charges are borne by the beneficiary
SHA: The ordering party pays the charges levied by VTB Bank (Europe) SE,
 the beneficiary pays the charges levied by the banks engaged

- **Money Laundering Act**

In order to improve the fight against "organised crime", the German government has sharpened the requirements for efficient criminal prosecutions. In executing foreign payment orders, the account-no./IBAN, the name and the complete address of the ordering party must be stated, as well as the account-no./IBAN and the name of the beneficiary.

Banks are not allowed to execute such orders without these details given.

- **Payment Orders in Foreign Currencies**

Important note for transactions in currencies other than EUR:

If the beneficiary's account or the „account with bank“ (Field 57 A) is not kept with VTB Bank (Europe) SE, the correspondent bank of the beneficiary bank (field **57**) must be indicated in your payment order (US bank for USD, Swiss bank for CHF etc.).

If you are using our **MIP** product, there are two options to indicate this information:

– Using the BIC of the Correspondent Bank and the Instruction Code in field 72 (Sender to Receiver Information) there is a "drop-down menu". In this case the Instruction Code /INT/ (Intermediary Bank) is selected and the BIC has been inserted in the adjacent field.



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Example:

Sender to Receiver Information 0 72 / INT / DEUTUS33

– Using the BIC of the Correspondent Bank and your instruction in the field (Additional instructions for bank) for example "Via DEUTUS33" or "/ INT / DEUTUS33".

Example:

Addendums for execution Additional instructions for bank
/INT/DEUTUS33

We can not take any responsibility for delays resulting from incomplete information regarding correspondent bank for these payments.