

**Commerzbank Zrt.**



Changes in connection with the payment orders generated in the Commerzbank Electra system from 02.07.2012.

**Dear Customer!**

As you have been informed via postal mail and on our website, a new, intra-day domestic payment system will be introduced from 02.07.2012. In accordance with this improvement Commerzbank updates its internal systems, and these changes affect the customer applications (e.g. Commerzbank Electra) too. Below we summarize the most important changes, and we kindly ask you to read the document through carefully, as it contains essential information for the smooth operation of payment processes in the future.

In case of further questions the CMIB Client Service team is available for you:

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For international payments some bank instructions have to be entered into the program in a separate way from 02.07.2012.

**The usage of appropriate SWIFT code:** We would like to draw attention to the importance of the SWIFT code in foreign payments, that is, the BIC of the beneficiary's bank is mandatory along with the account. In case only the „*Name and location of beneficiary's bank*“ field is given then our system will not be able to process the payment automatically, and a manual handling fee will be calculated.

The screenshot shows the 'Int' payment' software interface. At the top, there is a menu bar with 'File', 'Save', 'Pattern', and 'Create Pattern'. Below the menu bar, there are several input fields: 'Qualifier' (empty), 'No. of Orders' (empty), 'Orientiering Amount' (empty), and 'Scheduled date' (2012/06/18). Below these, there is a section for 'Account to be Debited' with a dropdown menu showing '134100000000EUR' and a currency dropdown set to 'EUR'. The main area is divided into two columns. The left column contains fields for 'Name and location of beneficiary's bank' (COMMERZBANK (BUDAPEST) RT.), 'BUDAPEST', 'Beneficiary's Bank SWIFT code' (COBAHUHXXXX), 'Correspondent Banl' (empty), 'Account No.' (empty), 'IBAN' (empty), 'Beneficiary Name, Address' (empty), and 'Country' (empty). The right column contains fields for 'Transfer currency' (empty), 'Amount' (empty), 'Currency of Amount' (empty), 'Bank Charges' (SHA), '134100000000EUR' (dropdown), 'Value date' (empty), and three checkboxes: 'Intercompany payment', 'Urgent', and 'S.W.I.F.T. copy'. A 'Details' button is located at the bottom left of the main area.

Please always fill in the field „**SWIFT code**“ with the appropriate 11 character long BIC!

„**INTC**“ **Intra company flag**: There is a new way of instructing the bank to process foreign payments with intra company method.

The screenshot shows a software window titled "Int' payment" with a menu bar containing "File", "Save", "Pattern", and "Create Pattern". The main interface is divided into several sections:

- Qualifier**: A text input field.
- No. of Orders**: A text input field.
- Orienting Amount**: A text input field.
- Scheduled date**: A dropdown menu showing "2012/06/18".
- Account to be Debited**: A dropdown menu showing "134100000000EUR" and a currency dropdown showing "EUR".
- Name and location of beneficiary's bank**: A multi-line text input field.
- Beneficiary's Bank SWIFT code**: A dropdown menu.
- Correspondent Banl**: A text input field.
- Account No.**: A text input field.
- IBAN**: A text input field.
- Beneficiary Name, Address**: A multi-line text input field.
- Country**: A dropdown menu.
- Transfer currency**: A text input field.
- Amount**: A text input field with a decimal separator.
- Currency of Amount**: A dropdown menu.
- Bank Charges**: A dropdown menu showing "SHA".
- 134100000000EUR**: A dropdown menu.
- Value date**: A dropdown menu.
- Intercompany payment**
- Urgent**
- S.W.I.F.T. copy**
- (unlabeled checkbox)

If you would like to wire a foreign payment within a company group (which is processed with special conditions) then it has to be indicated by marking the instruction code „**Intercompany payment**“.

In case you import payment orders from your ERP system then the instruction code „**INTC**“ has to be inserted into the first line of field :70:

„**SDVA**“ **Same day value flag**: There is a new way of instructing the beneficiary's bank to credit a foreign payment on the day the incoming SWIFT message reached the institution.

The screenshot shows a software window titled "Int' payment" with a menu bar containing "File", "Save", "Pattern", and "Create Pattern". The main interface is divided into several sections:

- Qualifier:** A text input field.
- No. of Orders:** A text input field.
- Orienting Amount:** A text input field.
- Scheduled date:** A dropdown menu showing "2012/06/18".
- Account to be Debited:** A dropdown menu showing "134100000000EUR" and a currency selector set to "EUR".
- Beneficiary's Bank SWIFT code:** A dropdown menu.
- Correspondent Bank:** A text input field.
- Account No.:** A text input field.
- IBAN:** A text input field.
- Beneficiary Name, Address:** Three stacked text input fields.
- Country:** A dropdown menu.
- Bank Charges:** A dropdown menu showing "SHA".
- Value date:** A dropdown menu.
- Intercompany payment:**
- Urgent:**
- S.W.I.F.T. copy:**
- Details:** A section containing a dropdown menu with "SDVA" selected, and two stacked text input fields.

If you would like to instruct the beneficiary's bank to credit a foreign payment on the same day then it has to be indicated in the „**Details**” field by using the instruction code „SDVA”.



### Hungarian Grouped Payments

The changes which are effective from 02.07.2012 do not impact the structure of the grouped payments, there are only a few small modifications that will be automatically carried out by the Bank's payment system.

- the „Name of customer” (T216) and „Address of customer” (T217) fields contain 35 characters, and all of them reach the beneficiary's bank from 02.07.2012, not only the first 32.
- the „Account holder's name” (T218) field contains 35 characters, and all of them reach the beneficiary's bank from 02.07.2012, not only the first 32.
- the details (T219) field contains 70 characters, and all of them reach the beneficiary's bank from 02.07.2012, not only the first 18.

The screenshot shows the 'Direct Credit Order' application window. The interface includes a menu bar with 'File', 'Save', 'Pattern', and 'Create Pattern'. The main form is divided into several sections:

- Qualifier:** A text input field.
- No. of Orders Total:** A text input field.
- Scheduled date:** A dropdown menu showing '2012/06/18'.
- Account to be debited:** A text input field containing '14220108-00000000' and a dropdown menu showing 'HUF'.
- Group Identifier:** A text input field.
- File Serial No.:** A text input field containing '20120618'.
- Reason:** A dropdown menu.
- Debit Date:** A dropdown menu.
- Identifier of Addressee:** A text input field.
- Name of Addressee:** A text input field.
- Address:** A text input field.
- Name of owner of the accou:** A text input field.
- Acc.no. of beneficiary:** A text input field.
- Destination bank:** A text input field.
- Transfer currency:** A dropdown menu showing 'HUF'.
- Amount:** A text input field with a comma separator.
- Currency of Amount:** A dropdown menu showing 'HUF'.
- Details:** A text input field.
- Date of credit:** A text input field.