

Create an international payment

This quick reference guide shows you how to make a payment to a beneficiary overseas or within Australia, either in foreign currency or Australian dollars. If you need to do a large number of international payments, you'll also find out how to upload your payments in one go as a file.

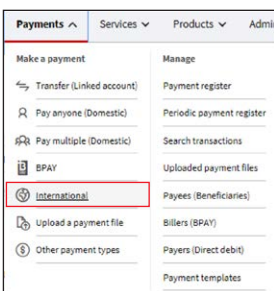
Log into NAB Connect to get started.

HOW TO

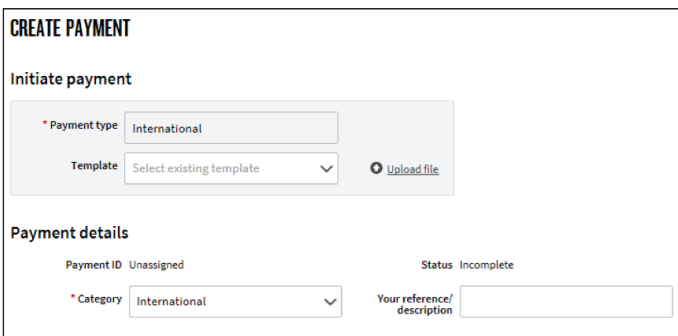
1. Create your payment
2. Choose which type of payment
3. Enter the beneficiary payment details
4. Select a rate source
5. Save as a template (optional)
6. Submit your payment

1 Create your payment

1. From the **Payments** menu, select **International**:



The CREATE PAYMENT screen displays:



You can create your payment in one of the following ways:

- manually enter the payment details
- use a template of previously saved information, or
- upload an international payment file.

Create an international payment

To manually enter payment details:

This quick reference guide shows you how.

To use a template:


In the **Template** field, click the dropdown arrow. Any previously saved templates will be listed.

Select a template. The payment fields will populate with saved information.

Tip: To save a template for future use, see 5: **Save as a template**

To upload a file:

There are two ways to upload an international payment file:

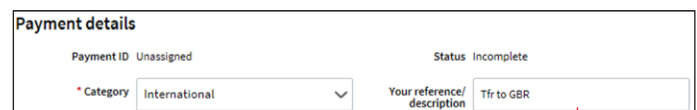
- In the Initiate payment section click  **Upload file** or
- Click the **Payments** tab and select **Upload payment file**.

Tip: For file format details for an international payment upload, refer to *NAB Connect Consolidated File Format Specifications* (section 8)

2 Choose your category of payment

Under Payment details go to the Category drop-down list.

- To transfer funds from a linked foreign currency account to your AUD account or vice versa, select Foreign currency account transfer
- To transfer funds to an account in an overseas bank, select International.



Tip: Type in an appropriate description or reference for your reference later.

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Enter the beneficiary's details

You can either pay a beneficiary whose details you have saved before, or add a new one.

- In the **To account** section, either:
 - select an existing beneficiary from the **Pay saved beneficiary drop-down list**
 - manually enter the beneficiary details.

Tip: If you manually enter details and want to save them to reuse again, click the **Save beneficiary** check box and type a name in the **Beneficiary name** field.

Tip: If you run out of room for the beneficiary name, continue the name on the first line of the **Address** field. Do **not** abbreviate the name. If you need to make room in the **Address** field, consider deleting spaces in the address or abbreviating the address.

Note the warning message: NAB Connect does not validate beneficiary details, so it is up to you to ensure the details are correct.

If the country of your payment is IBAN mandatory, populate the **Account Number/IBAN** field.

- In the **Beneficiary bank details** section:
 - Enter either the SWIFT/BIC code or full beneficiary bank details.
 - Click the **More beneficiary bank details** link to display extra fields:

- In the **Overseas bank charge** drop-down list select:
 - Beneficiary** to deduct charges from the payment amount
 - Remitter** to deduct charges from the debiting account
- In the **Payment Value** section, in the **Payment currency** drop-down list select the currency of your payment.
- Enter the value date and payment amount. If you want to create the payment using refinance, refer to the quick reference guide *Create an International payment using refinance*.

- In the **Settlement details** section, select the debit account for the payment.

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Select a rate source

Complete the **Rate source** and **Settlement amount** fields, using the points below and the table on page 2 as a guide:

- Available FX deals display only after you enter details for the payment currency, debit account and value date.
- Deals display according to the debit account and linked NAB Markets profile.
- The International payment can be settled by either a single rate source (e.g. NFCA) or a combination of rate sources (e.g. Available FX deals and NFCA).
- NAB Connect does not support all rate source combinations. Refer to the table below for allowable combinations.
- To enter multiple combinations, after you enter the first rate source, if the payment is not fully settled the **Add another settlement leg** button becomes available. You can then add another settlement leg(s).

Rate Source type and details	Future date
<p>Bank to Convert (BTC)</p> <ul style="list-style-type: none"> Send a payment without accepting an exchange rate. This Rate Source uses the standard NAB retail rate. The exchange rate booked for your payment is displayed only after NAB has processed the payment. If for any settlement leg you select BTC for an account that has an FX profile, NAB Connect displays the following warning message: <div style="border: 1px solid red; padding: 5px; margin: 10px 0;"> <p>✘ Unable to process request <small>* The BTC rate source option is not available, as this account is linked to a NAB Markets Profile. Please use the RTR rate source or Available FX deals option as a rate source.</small></p> </div> <p>The BTC rate source option is not available, as this account is linked to a NAB Markets Profile. Please use the RTR rate source or Available FX deals option as a rate source.</p>	Up to 10 business days (today plus 10 business days)
<p>Available FX deals (eFX)</p> <p>Use up to six previously booked FX deals. This includes Spot, Forward (FEC) and Pre-delivered deals.</p> <p>Note: Only available for NAB Markets customer use.</p>	Up to 10 business days (today plus 10 business days)
<p>NAB Foreign Currency Account (NFCA/ FCA)</p> <p>Utilise your NAB foreign currency account to fund your payment.</p> <p>Note: You'll need a NAB Foreign currency account in the same currency as your payment. Cross currency payments are not supported.</p>	Up to 10 business days (today plus 10 business days)
<p>Real Time Rate (RTR)</p> <p>Displays your rate. Book the rate on acceptance.</p> <p>Rate acceptance is required directly following final authorisation by the last payment authoriser.</p>	<p>Up to 2 business days for NAB Markets customers (today plus 2 business days).</p> <p>Same day only for all other customers.</p>
<p>Note: When you select a deal, NAB Connect calculates the full debit amount for you and displays it in AUD in the Debit amount field.</p>	

Options	Discription
Primary	One of: <ul style="list-style-type: none"> Bank to Convert (BTC) eFX Spot (eFX) Real Time Rate (RTR)
Secondary	One of: <ul style="list-style-type: none"> NAB Foreign Currency Account (NFCA / FCA)
Third	Up to six: <ul style="list-style-type: none"> Forward Exchange Contracts (FEC)
<p>Note: If the payment or settlement amount is greater than the available FX Deal/s that you have selected, an error message will alert you:</p> <div style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p>Payment value</p> <p>* Payment currency: USD United States Dollars * Value date: 01/03/2018</p> <p>* Overseas bank charge: Beneficiary</p> <p>* Payment amount: USD 20000</p> <p>✘ The payment amount you've requested exceeds the limit on the FX deal you've selected. You can change the payment amount or create another settlement leg.</p> <p>Unsettled USD amount: 0</p> </div>	

5 Save as a template (optional)

To save these payment details for future use as a template, click **Save as template**.

Cancel

Save as template

Submit


Note: You can't save a payment as a template if you've used multiple rate sources.



Submit your payment

To send the payment for authorisation, click **Submit**.

An error message will display next to any fields that are mandatory and still require completion:

 **This field is mandatory.**

If you see the following message you must double-check that the beneficiary account number or SWIFT/BIC code is correct:

 Payment contains a beneficiary account number or SWIFT/BIC code that is new, or hasn't been paid to in over a year. Please ensure details are correct and click the Submit button again to continue.

Important: If a Payment contains a beneficiary account number or SWIFT/BIC code that is new, or hasn't been paid to in over a year, please ensure details are correct and click Submit again to continue.

For help with payment authorisations refer to the quick reference guide: *Authorise a payment*

For further assistance, call the NAB Connect Client Centre on **1300 888 413**