

ANZ TRANSACTIVE – AU & NZ QUICK FACTS

AUGUST 2016

From **Monday 29 August 2016**, the NZ payments industry is moving to email confirmations: currently confirmations are sent by fax. To ensure receipt of a confirmation for NZ RTGS payments into your account you will need to advise the payment sender of your email address. Below is an overview of the changes you need to make to NZ RTGS payments you remit in Transactive – AU & NZ.

1. Creating a new NZ RTGS Payment:

To create a new RTGS payment select the Payments tab > the Payments screen will be displayed > Click Create Payment > select Single Payment > Select RTGS > Select your NZD account as the Debit Account > Select Optional Information

The Beneficiary fax and Originator fax will now show as Beneficiary email and Originator email.

The screenshot shows two sections of a form. The first section is titled 'Beneficiary email:' with a dropdown arrow. Below it is a checkbox labeled 'Requires confirmation email to Beneficiary?' which is checked. Underneath is a text input field labeled 'Beneficiary Email Address*' with a red asterisk. The second section is titled 'Originator email:' with a dropdown arrow. Below it is a checkbox labeled 'Requires email to Originator?' which is checked. Underneath is a text input field labeled 'Originator Email Address*' with a red asterisk.

To create an email confirmation, simply select the Beneficiary and/or Originator required confirmation box and complete all the mandatory fields before clicking **Submit** or **Save Draft**.

2. Modifying a Payment Template/Payment:

Locate the template/payment that you want to modify, and select MODIFY from the context menu.

Update the template/payment with the Beneficiary and/or Originator email address by entering the Email field. Once complete click **Submit**.

The screenshot shows a vertical context menu with the following options: 'COPY AS TEMPLATE', 'COPY AS PAYMENT', 'VIEW', 'MODIFY' (which is highlighted in blue), 'UNAPPROVE', and 'DELETE'.

3. Creating a NZ RTGS Payment via Quick Entry:

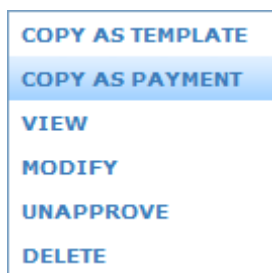
The Quick Entry payment creation method allows you to bypass the Create Payment screen to enter Single Payments from a template or template set. Instead of entering transaction details into the Create Payment screen, you input details on a spreadsheet type grid.

If you use this option and send fax confirmations please ensure the Email field in the template has been completed (refer to Modifying a Payment Template/Payment above)

4. NZ RTGS Payments from an Existing Template/Payment:

Locate an existing template or payment that is 'similar' to the payment you want to create. Select COPY AS PAYMENT or COPY AS TEMPLATE from the context menu.

Update the Beneficiary and/or Originator email address by entering into the Email field.



5. Default Originator details

Confirmations of successful payments can be sent to the originator (sender) of NZ RTGS payments. Your existing facsimile number will need to be replaced with an email address. **To arrange a default email address, please contact your Account Manager.**

6. Importing Files

If you import a file for RTGS NZ payments that contain a fax confirmation, you will need to update the file to include the change for email confirmations. The MT101 file format will require the following change to the Instruction Code - Field 23E:

| Current | New |
|--|--|
| 'OTHR/FAX/' Followed by: 'OTHER/ATT/' E.g. :23E: OTHR/FAX/64-02-1234567 :23E: OTHR/ATT/Mr Smith | 'OTHR/EMAIL/' E.g. :23E: OTHR/EMAIL/jsmith@abc.com |