

# ANZ TRANSACTIVE – AU & NZ QUICK FACTS JANUARY 2016

This guide is designed to provide you with an overview of the changes to International Payments made in ANZ Transactive – AU & NZ

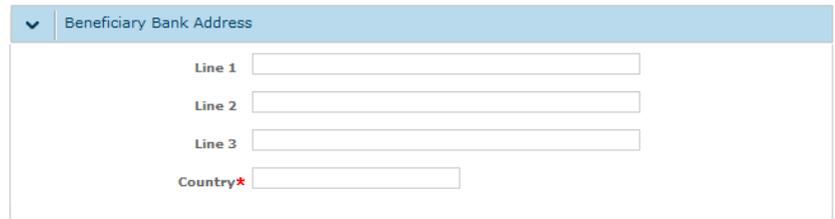
On Monday 18 January 2016 the Country field in the Beneficiary Address section will become a mandatory field for all International Payments. Below is an overview of the system changes to ensure you can make the necessary changes to your International Payments:

**NOTE:** We recommend that you always provide the full street address including the city as part of the beneficiary details.

## 1. International Payments / Multi Bank from Scratch:

Select the **Payments** tab > Payments screen is displayed > Click **Create Payment** > select **Single Payment** > Select either **International** or **Multi Bank**

The Country field in the Beneficiary Address section will now have a red asterisk highlighting that it is a mandatory field.



Beneficiary Bank Address

Line 1

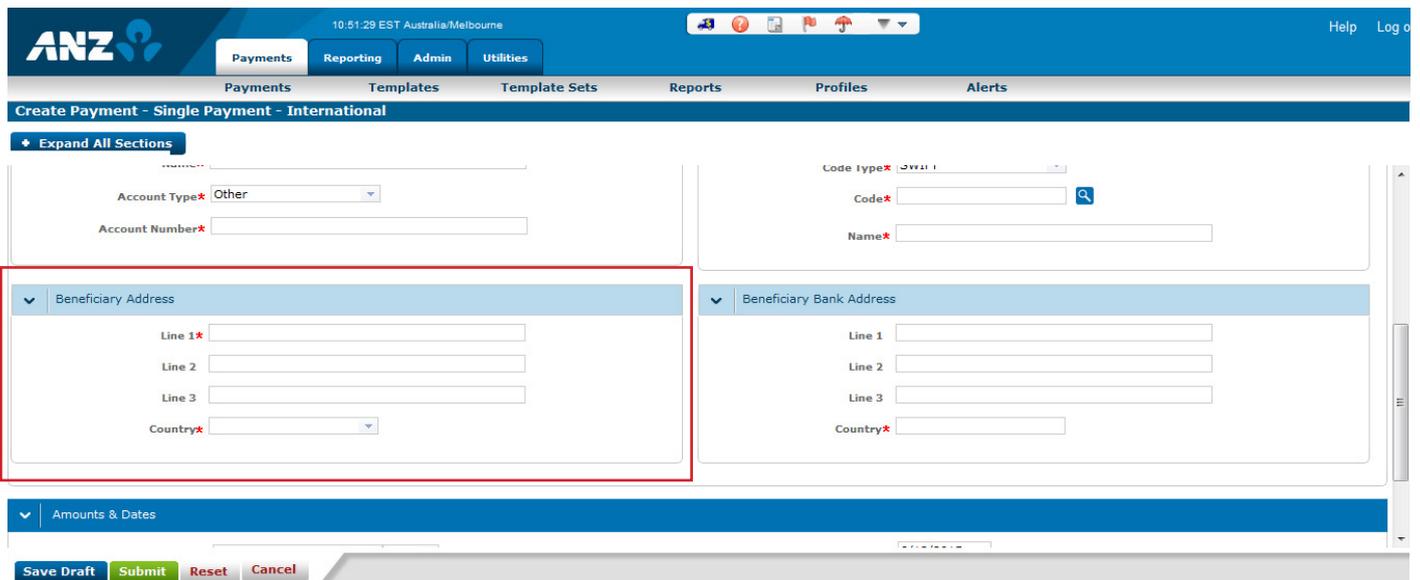
Line 2

Line 3

Country\*

You can complete the Country field by either typing in the country or using the drop down box.

Complete all other mandatory fields (and other applicable fields) before clicking **Submit** or **Save Draft**.



ANZ 10:51:29 EST Australia/Melbourne

Payments Reporting Admin Utilities

Payments Templates Template Sets Reports Profiles Alerts

Create Payment - Single Payment - International

Expand All Sections

Account Type\* Other

Account Number\*

Code Type\* SWIFT

Code\*

Name\*

Beneficiary Address

Line 1\*

Line 2

Line 3

Country\*

Beneficiary Bank Address

Line 1

Line 2

Line 3

Country\*

Amounts & Dates

Save Draft Submit Reset Cancel

## 2. Modifying a Payment Template/ Payment:

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

Update all other mandatory fields (and other applicable fields) including the Country field in the Beneficiary Address section. You can complete this field by either typing in the country or using the drop down box.



## 4. International Payments from an Existing Template/Payment:

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

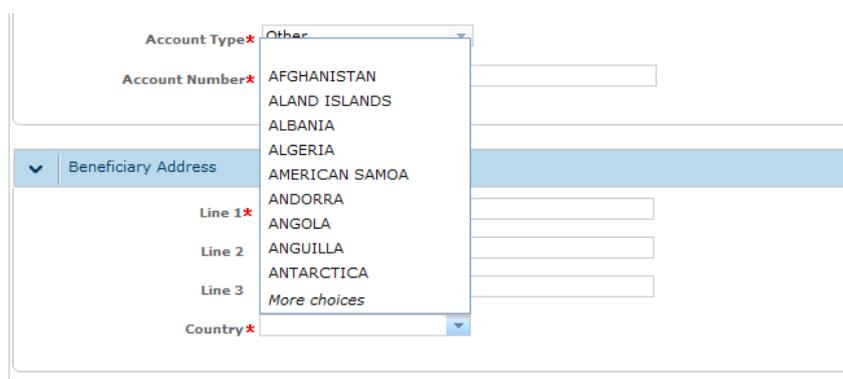
Update all other mandatory fields (and other applicable fields) including the Country field in the Beneficiary Address section. You can complete this field by either typing in the country or using the drop down box.



## 3. Creating International Payments 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 complete details on a spread sheet-like grid.

If you are using this option you will need to ensure the Country field in the template has been completed (refer to Modifying a Payment Template/Payment above)



Account Type\* Other

Account Number\*

Beneficiary Address

Line 1\*

Line 2

Line 3

Country\*

- AFGHANISTAN
- ALAND ISLANDS
- ALBANIA
- ALGERIA
- AMERICAN SAMOA
- ANDORRA
- ANGOLA
- ANGUILLA
- ANTARCTICA
- More choices