

As of April 2014

Clarien Bank Limited (“Clarien”) has created this Money Transfer Request Reference Guide to give our clients a better insight for completing and understanding local and international payments at Clarien. Please use this Guide to assist you when completing wire payments to avoid any delays or additional charges.

Outgoing Money Transfers

Daily Deadlines

Transfers to Local Banks (ACH, Wire)		Order Cut-Off Time (ADT)	Value Date
CUR	In Branch	eBanking	
BMD , USD , GBP		2:00pm	Same
CAD		11:00am	Same
International – Wires outside of Bermuda			
CAD		11:00am	Same
USD	3:00pm	4:00pm	Same
GBP & EUR	3:00pm	4:00pm	Next

Any requests received after the deadline will be value dated the next business day.

Required Information

- 1) SWIFT Bank Identifier Code (“SWIFT BIC”):** SWIFT BIC is a unique alpha numeric code of 11 characters which identifies a specific financial institution and the associated branch. SWIFT BICs must be written in ALL CAPS. A list of SWIFT BICs can be found at www.swiftbic.com.
- 2) ABA Money Transfers:** When sending a wire to the U.S. ensure you include the ABA number and/or SWIFT BIC. The ABA routing number is a 9 digit number assigned to financial institutions. ABA may also be referred to as routing transit numbers (“RTN”). A list of ABA numbers can be found at www.bankabanumbers.com.
- 3) IBAN:** The IBAN is an alphanumeric code that consists of 34 characters. The first two-letters are the country code, then two check digits, and finally a country-specific Basic Bank Account Number (BBAN). The BBAN format is decided by each national banking community, it includes the domestic bank account number, branch identifier, and potential routing information. A list of IBANs can be found at www.ibancalculator.com.

Participating Countries which require an IBAN:

Albania	Andorra	Austria	Republic of Azerbaijan	Bahrain	Belgium	Bosnia and Herzegovina
Bulgaria	Costa Rica	Croatia	Cyprus	Czech Republic	Denmark	Dominican Republic
Estonia	Finland	France	Georgia	Germany	Gibraltar	Greece
Hungary	Iceland	Ireland	Israel	Italy	Kazakhstan	Kuwait
Latvia	Lebanon	Liechtenstein	Lithuania	Luxembourg	Macedonia	Malta
Mauritania	Mauritius	Republic of Moldova	Monaco	Montenegro	Netherlands	Norway
Palestinian Territory	Poland	Portugal	Romania	San Marino	Saudi Arabia	Serbia
Slovak Republic	Slovenia	Spain	Sweden	Switzerland	Tunisia	Turkey
United Arab Emirates	United Kingdom	Virgin Islands, British				

- 4) Canadian Transit Numbers/Bank Codes:** Canadian transit number or bank code is a unique numeric code of 5 characters which identifies a specific financial institution. A list of Canadian bank codes can be found at www.bankroutingnumber.us.
- 5) UK Sort Codes:** UK sort code is a unique numeric code of 6 characters which identifies a specific financial institution. A list of UK sort codes can be found at www.uksortcodes.com.
- 6) Provide complete beneficiary information including full name, account number and physical address.**
 - P.O. Boxes are not accepted.

Form Directions for Outgoing Money Transfers (Wires)

SWIFT Field	Field Name	Field Option	Description and Format
20	Transaction Reference Number	M	Sending Bank's reference.
23B	Bank Operation Code	M	Identifies the type of Operation
23E	Instruction Code	O	Specifies an Instruction
32A	Value Date, Currency	M	Follows standard SWIFT formats
50	Ordering Customer	M	Identifies the originating Customer
52	Ordering Bank	O	Identifies the Bank that is ordering the transaction, when different from the sending Bank.
54	Receiver's Correspondent Bank	O	Use of this field may cause repairs
56	Intermediary Bank	O	Identifies the Bank through which funds must pass. For USD wires include the ABA # and SWIFT BIC. For CAD wires include the CC Bank Code and SWIFT BIC.
57	Beneficiary Bank	M	Identifies the Bank where the beneficiary has an active account. If the bank has a SWIFT BIC, please use this, and, For USD wires include the ABA # For CAD wires include the CC Bank Code. A list of SWIFT BICs can be found at www.swiftbic.com .
59	Beneficiary Customer	M	Identifies the Ultimate Beneficiary. Please ensure that this field has the customer account number, matching account name, and residential address. For Countries participating in IBAN please include the full IBAN customer account number (<i>please see our Wire Transfer Reference Guide for a complete list of participating Countries</i>)
70	Details of Payment	O	The information contained in this field is passed to the Beneficiary of the payment. When possible the code word /RFB/ should be used followed by a maximum 16 character reference. If no details are specified, please state – None
71A	Details of Charges	M	Use SWIFT Code words BEN, OUR*
72	Bank to Bank Information	O	Information for Bank in the chain must use code words

O=Optional

M=Mandatory

*"OUR" means the sender of the funds will be charged the local/international money transfer fees

"BEN" or Beneficiary means the receiver of the funds will be charged the local/international money transfer fees

Incoming Money Transfers

Daily Deadlines

CUR	Order Cut-Off Time (ADT) In Branch & eBanking		Value Date
	Local	International	
BMD, USD, CAD, GBP & EUR	4:00pm	4:30pm	Same Day

Local requests received after the deadline will be value dated the next business day.
International requests received after the deadline will be value dated in the next two business days.

Required Information

	USD	GBP/EUR/CAD
1) Beneficiary Bank: (SWIFT Field 57)	Clarien Bank Limited 21 Reid Street Hamilton, HM 11 Bermuda SWIFT: CAGPBMHM	
2) Beneficiary Clarien Customer: (SWIFT Field 59)	(Customer Account #) (Customer Account Name) (Customer Physical Address)	
Pay through our Correspondent Bank as shown below:		
3) Intermediary Bank: (SWIFT Field 56)	Wells Fargo Bank, N.A. New York, NY 10001 SWIFT: PNBUS3NNYC ABA #: 026005092	Wells Fargo Bank, N.A. London, Branch London, GB SWIFT: PNBPG2L
4) Remittance Details (SWIFT Field 70)	(Reason for Payment)	

Notes:

- 1) Please always use the Clarien Bank Limited SWIFT code **CAGPBMHM**.
- 2) Please enter the full 10 digit Customer Account Number held with Clarien Bank Limited. Ensure the Customer Account name matches the customer account number and a physical address is included.
- 3) **USD:** Please use the Wells Fargo SWIFT code **PNBUS3NNYC** and ABA # **026005092**.
GBP/EUR/CAD: Please use the Wells Fargo SWIFT code **PNBPG2L** in all payment instructions.
- 4) Only enter details regarding reason for the payment here, for advice to the beneficiary. **Beneficiary information must not be entered in this field. This field has a maximum of 120 characters.**
- 5) Provide complete beneficiary information including full name, account number and physical address
 - P.O. Boxes are not accepted.
- 6) Provide complete beneficiary bank information including full bank name and physical address
 - Clarien codes (see above)
 - If you are unsure of the beneficiary information, contact the beneficiary to obtain money transfer instructions.

Form Directions for Incoming Money Transfers (Wires)

SWIFT Field	Field Name	Field Option	Description and Format			
			USD	CAD, GBP, EUR		
20	Transaction Reference Number	M	Sending Bank's reference.			
23B	Bank Operation Code	M	Identifies the type of Operation			
23E	Instruction Code	O	Specifies an Instruction			
32A	Value Date, Currency	M	Follows standard SWIFT formats			
50	Ordering Customer	M	Identifies the originating Customer. Include full name and physical address. P.O. Boxes are not accepted.			
52	Ordering Bank	O	Identifies the Bank that is ordering the transaction, when different from the sending Bank			
54	Receiver's Correspondent Bank	O	Use of this field may cause repairs			
56	Intermediary Bank	M	Identifies the Bank through which funds must pass, our correspondent bank: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <i>Wells Fargo Bank, N.A. New York International Branch New York, NY 10001 SWIFT: PNBUS3NNYC ABA#:026005092</i> </td> <td style="width: 50%; padding: 5px;"> <i>Wells Fargo Bank, N.A. London Branch London GB SWIFT: PNBPG2L</i> </td> </tr> </table>		<i>Wells Fargo Bank, N.A. New York International Branch New York, NY 10001 SWIFT: PNBUS3NNYC ABA#:026005092</i>	<i>Wells Fargo Bank, N.A. London Branch London GB SWIFT: PNBPG2L</i>
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			To be directed to Clarien Bank Limited.			
57	Beneficiary Bank	M	Identifies the Bank where the beneficiary has an account. This will be Clarien Bank Limited. Please use Clarien Bank Limited BIC, which is CAGPBMHM A list of SWIFT BICs can be found at www.swiftbic.com .			
59	Beneficiary Customer	M	Identifies the Ultimate Beneficiary. Please ensure that this field has the 10 digit customer account number, matching account name and address.			
70	Details of Payment	M	The information contained in this field is passed to the Beneficiary of the payment. When possible the code word /RFB/ should be used followed by a maximum 16 character reference. If there are no details, please state – None .			
71A	Details of Charges	M	Use SWIFT Code words BEN, OUR*			

O=Optional

M=Mandatory

* "OUR" means the sender of the funds will be charged the local/international money transfer fees

"BEN" or Beneficiary means the receiver of the funds will be charged the local/international money transfer fees

For more information on local/international money transfers please contact:

Clarien Bank Limited

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