

Triodos Bank.
Payments
import file specification.

The payments import file structure has been designed to comply with the electronic transfer requirements for agency transactions. The file must be supplied as a plain text file meeting the following specifications:

ISO-7-UK Code

Data record length – 128 bytes

Data record format - Fixed (no field delimiters are required)

Label records (optional)

Data Records

Each data record must have a fixed length of 128 characters and be formatted as follows

Character position	Contents	Length	Data type	Example:
1-6	Sort code of recipient's bank	6	Numeric	778899
7-14	Recipient's account number	8	Numeric	11223344
15	Type of account number (always 0)	1	Numeric	0
16-17	Transaction code (always 99)	2	Numeric	99
18-23	Triodos Bank sort code (always 165810)	6	Numeric	165810
24-31	The account number from which payment is to be made	8	Numeric	12345678
32-35	Unused	4	Blank	
36-46	Amount (the example on the right represents the value £1,111.00)	11	In pence, unsigned, right justified	00000111100
47-64	The account name from which payment is to be made	18	Alphanumeric or blank	
65-82	Payment reference	18	Alphanumeric	XX123456789
83-100	Recipient's name	18	Alphanumeric	SUPPLIER NAME PLC
101-128	Unused	28	Blank	

Alphanumeric data must be left-justified and, if necessary, must be filled to the specified length with blank spaces. The data may contain spaces but must not contain any of the following characters: & - . /

Label Records

Label records are optional. If present then one of each of the following label records is required:

Volume header label

File header label

User header label

User trailer label

If your accounting software produces these additional records then please call us on 0330 355 0355* to ensure compatibility with Triodos Internet Banking.

Effective from 26 November 2011.

* We're open from 8:00am-6:00pm Monday to Friday. At any other time you can request a call back using our automated system. We will do our best to call you back at the time requested but sometimes this may not be possible.

Tel: 0330 355 0355
contact@triodos.co.uk
www.triodos.co.uk

Calls to and from Triodos Bank may be recorded for training and monitoring purposes.

Triodos Bank NV (incorporated under the laws of the Netherlands with limited liability, registered in England and Wales BR3012). Authorised by the Dutch Central Bank and subject to limited regulation by the Financial Conduct Authority and Prudential Regulation Authority. Details about the extent of our regulation by the Financial Conduct Authority and Prudential Regulation Authority are available from us on request. Registered office: Triodos Bank, Deanery Road, Bristol BS1 5AS. VAT reg no 793493383.

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