

Import File Specification – BACS Format

This specification describes the technical requirements for batch payment files that can be used to upload multiple payment instructions to Triodos Bank’s internet banking service using the BACS format.

The file must meet the following specification:

- ISO-7-UK Code
- Data record length: 128 bytes
- Data record format: Fixed (no field delimiters are required)
- Label records (optional)

Payment Record Structure

| Field no. | Character position | Contents | Length | Data type | Example |
|-----------|--------------------|---|--------|-------------------------------------|--------------|
| 1 | 1 to 6 | Sort code of recipient's bank | 6 | Numeric | 778899 |
| 2 | 7 to 14 | Recipient's account number | 8 | Numeric | 11223344 |
| 3 | 15 | Type of account number (always 0) | 1 | Numeric | 0 |
| 4 | 16 to 17 | Transaction code (always 99) | 2 | Numeric | 99 |
| 5 | 18 to 23 | Triodos Bank sort code (always 165810) | 6 | Numeric | 165810 |
| 6 | 24 to 31 | The account number from which payment is to be made | 8 | Numeric | 12345678 |
| 7 | 32 to 35 | Unused | 4 | Blank | |
| 8 | 36 to 46 | Amount (the example on the right represents the value £1111.00) | 11 | In pence, unsigned, right justified | 00000111100 |
| 9 | 47 to 64 | The account name from which payment is to be made | 18 | Alphanumeric or blank | |
| 10 | 65 to 82 | Payment reference | 18 | Alphanumeric | XX123456789 |
| 11 | 83 to 100 | Recipient's name | 18 | Alphanumeric | SUPPLIER PLC |
| 12 | 101 to 128 | Unused | 28 | Blank | |

Example

| | | | | | | | | | |
|---|--------|----------|------|--------|----------|-------------|--------------|------------------|--------------------------|
| 1 | 778899 | 11223344 | 0994 | 165810 | 12345678 | 00000002450 | Business Ltd | Maintenance | Acme Ltd |
| 2 | 312456 | 15249875 | 0991 | 165810 | 12345678 | 00000000960 | Business Ltd | Paper | Stationery Suppliers Ltd |
| 3 | 104236 | 14789563 | 0991 | 165810 | 12345678 | 00000270000 | Business Ltd | Electricity bill | Utilities PLC |
| 4 | 301645 | 32658975 | 0991 | 165810 | 12345678 | 00000000150 | Business Ltd | Phone bill | Phone Providers Ltd |