

How to make international payments using Internet Banking

This guide will help you to make an international payment (telegraphic transfer) using Internet Banking. You can do this any time between 7am-11pm on business days.

To get started, you need to be registered for Internet Banking. If you're not, don't worry, it's easy to get set up, and we have a supporting guide if you need it. Register at bnz.co.nz You'll also need the BNZ app set up on your smartphone or tablet to authenticate when setting up or editing a payee.

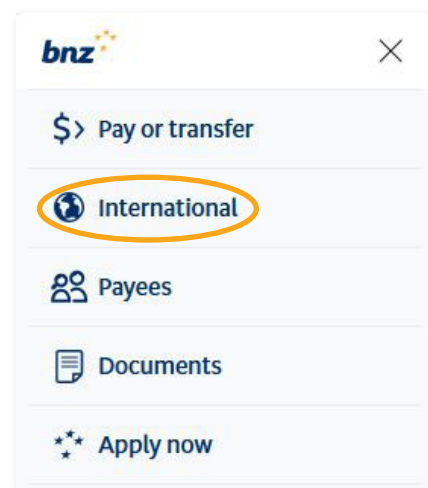


To make your international payment, you'll need to know the currency and amount you want to send*. You'll also need to know your payee's full name and physical address, as well as their bank details (bank name, branch name and address, and their bank account number).

Depending on the country you're sending a payment to, you may also be asked for an IBAN (International Bank Account Number), Clearing Code, or SWIFT BIC Code. To get this information, contact your overseas payee.

Step 1.

Log in to Internet Banking, click **Menu** and select **International**.

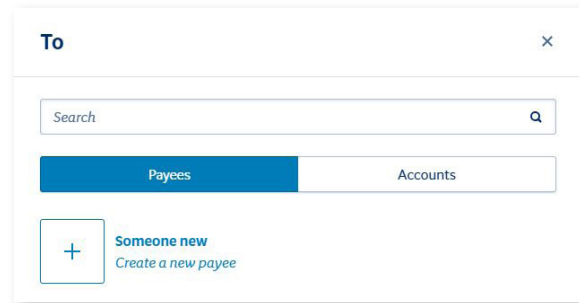


Step 2.

Click the **Select an existing payee**, or **+ Someone new** field.

If your payee is already set up, you'll find them in the list of your international payees. You can now skip to step 5.

If your payee isn't listed, click **+ Someone new** to create a new payee.



Step 3.

Enter your payee's name, currency and country of payee's bank in each of the fields.

The country and currency you've selected will determine what further information is required.

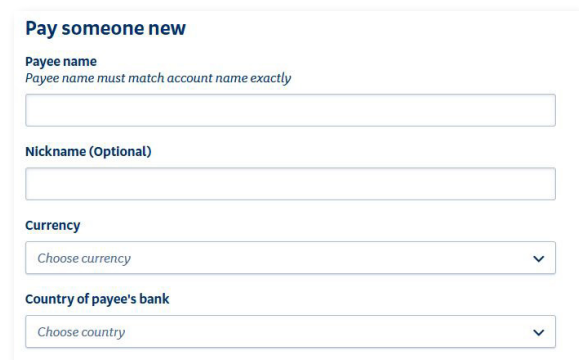
You'll see either:

- a field to enter your payee's **Account number** and a field to enter your payee's bank code, such as a **SWIFT (BIC)** or **National Clearing Code**

or

- a field to enter your payee's **IBAN**

Your payee must provide you with these details.



Step 4.

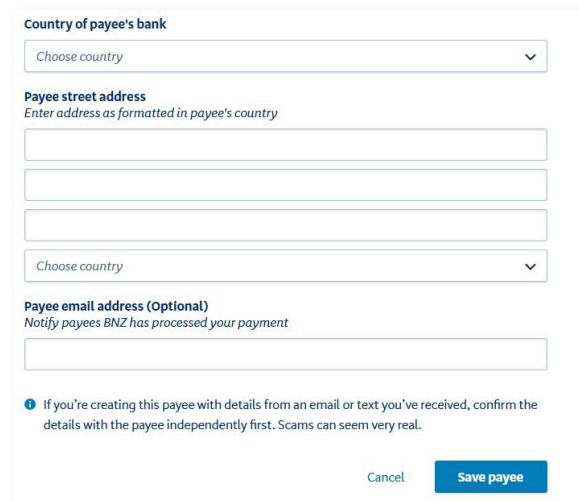
Enter your payee's street address.

If your payee's bank is in South Africa, you'll also need to provide a contact name and phone number for your payee.

An email address can also be entered for your payee to be notified when BNZ send the payment.

Select **Save payee**. You'll receive a notification on the BNZ app to approve the payee set up.

Tap **Yes, it's me** to complete the setup.



Step 5.

Create the international payment by completing the following:

- in the **From** field, choose the account you are paying from
- in the **To** field, select a payee from the list
- enter the **Amount** you want the payee to receive in your chosen currency or click the toggle icon to switch to NZD and specify the amount you want debited from your account
- the NZD/foreign currency equivalent of this amount will be displayed underneath the amount field, the conversion rate is an indication of the rate that will be used
- in the **Reason for payment** field, enter a reference or any information for your payee a such as an invoice number, you can type up to 140 characters (including spaces)

The screenshot shows the 'From' and 'To' fields at the top. The 'From' field is set to 'YouMoney' and the 'To' field is set to 'Banking'. Below these is the 'Amount' field with '0' entered and 'NZD' as the currency. The 'Reason for payment' field contains the text 'For example, invoice for supplies'. There is an 'Edit payee' link next to the 'To' field.

Step 6.

In **For your statement**, you can put information to appear in your **Particulars** and **Code** sections of your bank statement.

The **Fees** section displays the amount BNZ charges for processing your international payment.

Some overseas banks involved in processing your international payment deduct fees from the amount you send. You can cover these overseas bank fees by choosing your account in **Pay fee from** and ticking the box **to cover correspondent bank fees**.

For more information - click 

This will ensure your recipient receives the full amount you have sent. Occasionally there'll be additional fees, but this is rare.

Click **Next**.

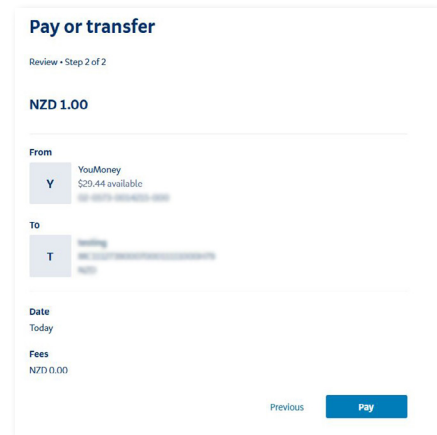
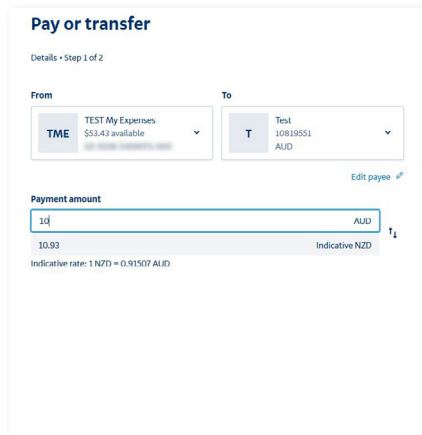
The screenshot shows the 'For your payee' section with the 'Reason for payment' field containing 'For example, invoice for supplies'. Below is the 'For your statement (optional)' section with 'Particulars' and 'Code' fields. The 'Fees' section shows 'BNZ fee' as NZD 0.00 and 'Correspondent bank fee' as NZD 12.00. There is a checkbox for 'Add NZD 12.00 to cover correspondent bank fees'. The 'Pay fee from' field is set to 'YouMoney'. At the bottom, there is a 'Next step: Review' label and a 'Next' button.

Step 7.

You'll be provided with a live foreignexchange (FX) rate and conversion amount.

Check that the payment details are correct. If they are incorrect, select **Previous** to amend.

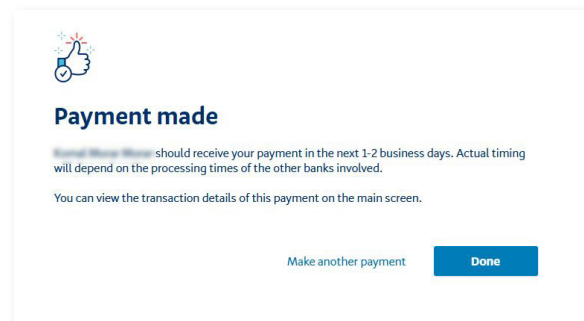
Otherwise, select **Pay**.



Step 8.

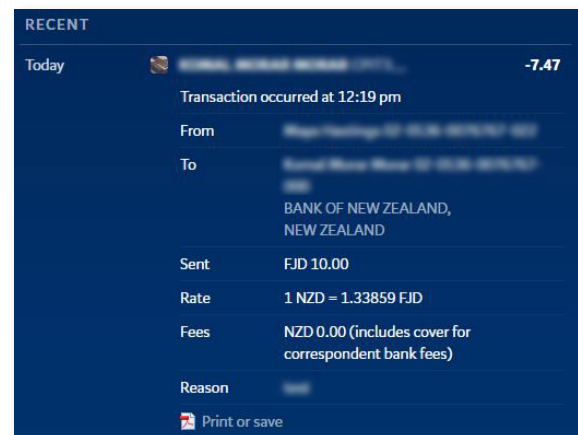
Payment made will be displayed.

Select **Done** or **Make another payment**.



Nice work. When the payment has been completed, it will appear on the main Internet Banking page.

Tip: You can view the details of any international payments you've made in the last six months. Just click on the payment in your transaction history list.



RECENT	
Today	-7.47
Transaction occurred at 12:19 pm	
From	Bank of New Zealand
To	Bank of New Zealand
BANK OF NEW ZEALAND, NEW ZEALAND	
Sent	FJD 10.00
Rate	1 NZD = 1.33859 FJD
Fees	NZD 0.00 (includes cover for correspondent bank fees)
Reason	...
Print or save	

* Daily transaction limit of \$100,000 applies to telegraphic transfers initiated via Internet Banking. Sufficient funds, transaction limits, and International Payment (Telegraphic Transfer) T&Cs apply. Foreign currency service fees may apply. Overseas bank and other charges may also apply. Details of our fees can be found in our Personal account, service and facility fees guide.

Internet access required for online banking and the BNZ app. Internet Banking terms and conditions apply. Maintenance sometimes required. Some payments processed next Business Day.

Images and rates are for illustrative purposes only.

