

## Funds Transfer Form

### Transfer Details (please complete in BLOCK LETTERS)

Date

Please tick transfer type: ☐ Wire Transfer ☐ Demand Draft ☐ Pay Order ☐ Account-to-Account Transfer

Debit my/our A/C No.

Account Name

Currency of Transfer  Amount of Transfer (in figures)  or AED Equivalent Amount

Amount of Transfer (in words)

Special Rate Deal Reference No (if any)  Exchange Rate

### Beneficiary's Account Details

Correspondent Bank Details (optional)

Beneficiary's Bank Name (Wire Transfers only)

SWIFT code  Routing Code\*

\*Routing Code is mandatory for the following countries: IFSC (for India), SORT (for UK), FedWire/ABA (for USA), RTN (for Canada) and BSB (for Australia)

Bank Branch  City/Town  Country

Beneficiary's Full Name

Beneficiary's Address

A/C No./IBAN No. (Wire Transfer only)

(IBAN is mandatory for countries wherever applicable, not providing this information may result in additional charges, delayed payment, credit to incorrect account or rejection of transfer.)

### Purpose of Payment

**\*MANDATORY.** For AED payments, please choose one of the following Purpose of Payment (for Wire Transfer/DD only)

<input type="checkbox"/> SAL	<input type="checkbox"/> BON	<input type="checkbox"/> COP	<input type="checkbox"/> LAS	<input type="checkbox"/> TKT	<input type="checkbox"/> CCP	<input type="checkbox"/> CHC	<input type="checkbox"/> RBC	<input type="checkbox"/> SAA	<input type="checkbox"/> CIN
<input type="checkbox"/> ALW	<input type="checkbox"/> COM	<input type="checkbox"/> EOS	<input type="checkbox"/> OVT	<input type="checkbox"/> ACM	<input type="checkbox"/> CRP	<input type="checkbox"/> INV	<input type="checkbox"/> ROC	<input type="checkbox"/> PIN	<input type="checkbox"/> EMI
<input type="checkbox"/> LNC	<input type="checkbox"/> FAM	<input type="checkbox"/> EDU	<input type="checkbox"/> RNT	<input type="checkbox"/> UTL	<input type="checkbox"/> PEN	<input type="checkbox"/> AES	<input type="checkbox"/> DCP	<input type="checkbox"/> MCR	<input type="checkbox"/> REM

(Please note that in case this is left blank REM will be selected as the default Transaction Type Code)

**\*MANDATORY.** For non-AED payments, please select one of the following

☐ Gift ☐ Family Support ☐ Education ☐ Loan Settlement ☐ Trade Payment^ (please provide invoice details below)

^Invoice No.  ^Goods involved

☐ Others

### Other Details (please tick)

Charges (Wire Transfer only): ☐ Shared ☐ Our ☐ Beneficiary (BEN)

(Local charges to be borne by Sender and overseas charges by Beneficiary) (All local and overseas charges to be borne by Sender) (All local and overseas charges to be borne by Beneficiary)

☐ I/We authorise the Bank to freeze the amount required in my Account for payment of transfer request

☐ I/We acknowledge that this request is governed by the Bank's terms and conditions and agree to abide with it

### Authorised/Customer signatures

(I/We agree that this transfer will be made subject to the conditions set out on the reverse)

Please note that we will process your Funds Transfer Request on the same day, provided the form is completed with all relevant data, subject to availability of funds and is submitted before the specific currency cut-off time shown overleaf.

### For Bank Use

Branch Official 1  Branch Official 2

Staff ID & Signature  Staff ID & Signature

Branch Stamp

## Processing Cut-off Times

AED	2:00 PM	Asian Currencies (INR, PKR, LKR, BDT)	1:30 PM	Gulf Currencies (QAR, OMR, SAR, BHD, JOD)	9:30 AM
KWD, MAD	04:00 PM (Next Day Value)	European Currencies (CHF, SEK, DKK, NOK, TRY)	2:30 PM	USD, CAD, EUR, GBP	4:00 PM
African Currencies (EGP, ZAR)	04:00 PM (Next Day Value)	Far East Currencies (CNY, PHP, JPY, SGD, HKD, KRW, THB, AUD, NZD)	04:00 PM (Next Day Value)		

## Terms and Conditions

- I/We hereby acknowledge that in the event that any or all of the fund transfers detailed in this Funds Transfer Form ("Form") ("Transfers") are unpaid for any reason whatsoever and are refunded to Mashreqbank psc ("Bank"), I/we can only reclaim the value of such a Transfer at the buying rate applicable on the day when the refund takes place.
- I/We hereby acknowledge that the refund of any Transfer will be made only after the Bank receives confirmation of effective cancellation of the Transfer and any instructions related thereto from its agent/correspondent.
- I/We shall indemnify and keep the Bank indemnified and hold the Bank harmless from and against all actions, claims, demands, liabilities, damages, costs, losses or expenses resulting from any irregularity, delay, omission, telegraphic mistake or mistake made in delivering the instructions detailed in this Form.
- I/We hereby acknowledge that neither the Bank nor its agents/correspondents are responsible in the event that the Transfer is delayed or blocked due to verification of the authenticity of any information contained in this Form and/or if the funds are blocked due to jurisdictional legal/regulatory obligations of Mashreq/correspondent/beneficiary bank.
- I/We authorise Mashreq to send all remittance-related Advices on my/our fax number(s) available with the Bank. Mashreq remains fully indemnified against any losses/damages occasioned by breach of privacy/confidentiality of financial information over communicated fax lines.
- Please be advised that, as per Central Bank guidelines, credit to accounts held in banks operating in UAE will be affected solely based on the beneficiary IBAN. All other information provided such as the beneficiary name and other details will not be used.
- All outward transfers are sent entirely at the customer's risk. The customer shall be responsible for the accuracy of the particulars given in the payment order issued and shall be liable to compensate the bank for any loss arising on account of any error in the payment order. Customer agrees that the payment order shall become irrevocable when it is executed by the bank. All payment instructions should be checked carefully by the customer. The customer agrees to indemnify the Bank, its agents and correspondents against any loss, cost, damages, expense, liability or proceeding which the Bank may incur or suffer as a result of acting upon, delaying to act upon or refraining from acting upon the said instructions. In no event shall the Bank be liable for any loss of profits or contracts or special, indirect or consequential loss or damages suffered by the customer. The Bank shall have the right not to execute the transfer request in case of insufficient balance in the account set out in the transfer application. The Bank shall also have the right to deduct from the account(s) of the customer who requested the transfer in case of deducting any amounts to do the transfer as a result of a computer, device, or technical default, human or any other error. The customer authorizes the bank to deduct from his account(s) any loss arising from non-utilization of special FX rate deals booked by the customer or booked by the Bank, its agents or correspondents on behalf of the customer for processing of the transaction. All deals which are not executed completely, partially or cancelled will be considered as Non-utilization.
- Mashreq has always thrived on conducting its business in a compliant manner. Mashreq, including all domestic and foreign branches, is committed to ensuring full compliance with applicable laws, regulations and sanctions requirements in all jurisdictions in which it operates. Mashreq expects that its customers also abide by the same objective.
- Additionally, we wish to notify you that:
  - Mashreq does not engage in any transactions, irrespective of currency, with or involving Iran.
  - Mashreq does not engage in USD denominated transactions with or involving Syria, Sudan, Myanmar, Crimea North Korea and Cuba. As such, it is expected that customers do not conduct any part of an import/export transaction in USD involving these countries. It is also advised that proceeds of any such transactions received in any other currency must not be converted in USD and routed through Mashreq.
  - Mashreq does not allow any transaction with persons, entities or vessels designated as sanctions targets by local and international regulators.
  - Mashreq does not engage in transactions (including imports or exports) involving items of dual-use which can be used for offensive purposes e.g. items that can be used in nuclear proliferation, arms, ammunitions etc.
  - Mashreq pursuant to its policy, provides banking services exclusively to its account holders who are customers of the bank. Customers are therefore advised not to conduct transactions in their account(s) on behalf of 3rd parties).
  - Mashreq has the right to freeze such transactions until investigation completed regarding any report related to fraud/money laundering
- In keeping with Mashreq's adopted policy and its regulatory and compliance obligations, Mashreq will not be able to serve customers that fail to abide by the foregoing requirements.

## Transaction Type Code Details:

### Only to be used by non-retail account holders (non-individuals), such as SME, corporates

Code	Description
<b>SAL</b>	<b>Salary:</b> The code is to be used for making salary payments to employees.
<b>ALW</b>	<b>Allowances :</b> The code is to be used for making payments to employees for allowances.
<b>BON</b>	<b>Bonus:</b> The code is to be used for making bonus payments to employees.
<b>COM</b>	<b>Commission:</b> The code is to be used for making commission payments to employees.
<b>COP</b>	<b>Compensation:</b> The code is to be used for making payments to employees for compensation.
<b>EOS</b>	<b>End of Service:</b> The code is to be used for making payments to employees for their end of service benefits.
<b>LAS</b>	<b>Leave Salary:</b> The code is to be used for making leave salary payments to employees.
<b>OVT</b>	<b>Overtime:</b> The code is to be used for making payments to employees for overtime.
<b>TKT</b>	<b>Tickets:</b> The code is to be used for making payments to employees for tickets.
<b>ACM</b>	<b>Agency Commission:</b> The code is to be used for making payments to other companies for agency commissions.
<b>CCP</b>	<b>Corporate Card Payment:</b> The code is to be used for making payments to cards held in the name of the company.
<b>SAA</b>	<b>Salary Advance:</b> The code is to be used for making advances payments against salary to employees.
<b>CIN</b>	<b>Commercial Investments:</b> This code can be used to remit money to an institution for commercial investments.
<b>PEN</b>	<b>Pension:</b> The code is to be used for making any payments to institutions for savings under pension schemes.
<b>AES</b>	<b>Advance payment against EOS:</b> The code is to be used for making advances payments against end of service benefits to employees.
<b>MCR</b>	<b>Claim Reimbursements:</b> The code is to be used for making payments in reimbursement of medical/insurance claims.

### Only to be used by Retail Account holders (individuals)

Code	Description
<b>CRP</b>	<b>Credit Card Payments:</b> The code is to be used for making credit card payments.
<b>FAM</b>	<b>Family Support:</b> The code is to be used for making any payments to individuals' accounts for any payments towards family support.

### Can be used by all types of Customers

Code	Description
<b>CHC</b>	<b>Charitable Contributions:</b> The code is to be used for making contributions to designated accounts held by charitable institutions.
<b>INV</b>	<b>(MIS) Miscellaneous Payment with Invoice Details.</b>
<b>RBC</b>	<b>(MIS) Miscellaneous Payment with Beneficiary Customer Reference.</b>
<b>ROC</b>	<b>(MIS) Miscellaneous Payment with Ordering Customer Reference.</b>
<b>PIN</b>	<b>Personal Investments:</b> This code can be used to remit money to an institution for personal investments.
<b>EMI</b>	<b>Equated Monthly Installments:</b> This code can be used to remit money to a lending institution for repayments against monies borrowed.
<b>LNC</b>	<b>Loan Charges:</b> This code can be used to remit money to a lending institution for payment of charges against monies borrowed.
<b>EDU</b>	<b>Educational Support:</b> The code is to be used for making any payments to individuals accounts for any payments towards educational support.
<b>RNT</b>	<b>Rent Payments:</b> The code is to be used for making any payments to owners or real estate agents.
<b>UTL</b>	<b>Utility Bill Payments:</b> The code is to be used for making any payments to utility service providers.
<b>DCP</b>	<b>Debit Card Payments:</b> The code is to be used for making any payments to fund/load a Debit Card.
<b>REM</b>	<b>Remittance:</b> The code is to be used for making any payments to individuals' or non-individuals' accounts for any payments that cannot be classified in any of the codes described above.