

Instructions to assist you when completing a Paylink Euro Application Form

If you have any queries when completing this form, please refer to instructions below or contact our Customer Service Unit at (01) 611 5210.

THIS APPLICATION FORM IS ONLY TO BE USED IF:

- YOUR PAYMENT INSTRUCTION IS IN EURO
- YOUR PAYMENT IS GOING TO A QUALIFYING DESTINATION, DETAILS OF WHICH ARE SET OUT IN PARAGRAPH 7 BELOW
- YOUR PAYMENT IS GOING TO A RECEIVER BANK IN IRELAND, INCLUDING AIB
- YOU HAVE COMPLETE VALID RECEIVER'S IBAN AND BIC (BANK IDENTIFIER CODE) DETAILS (FOR PAYLINK EURO URGENT ONLY) OR YOU HAVE COMPLETE VALID RECEIVER'S IBAN (FOR PAYLINK EURO STANDARD ONLY I.E. SEPA PAYMENT)

Payment Service

1. Paylink Euro is a euro payment to a SEPA zone country or territory. (Refer Paragraph 7 for list of qualifying destinations).

They can be sent on a standard or urgent basis. To qualify for the Paylink Euro Standard option the receiver's bank must be reachable via the SEPA Credit Transfer (SCT) Scheme.

For transfer to any AIB branch, please select the 'Paylink Euro Standard' option.

For transfers to other banks within Ireland, you can select either the Paylink Euro Standard or the Paylink Euro Urgent option.

The Paylink Euro Standard option will arrive minimum of same business day or maximum no later than 1 business day, subject to cut off time.

The Paylink Euro Urgent option will arrive the same business day subject to cut off time.

Customer's (Sender's) Details

i.e. details relating to the company/person sending the payment

2. Details of the account to be debited for this transaction; AIB Branch National Sort Code number (6 digits) and Account Number (8 digits).
3. Your name or company name.
4. Your full postal address or your company's full postal address (may not be care of AIB Bank). Must be completed in full to comply with anti-money laundering and prevention of terrorism requirements.

Receiver's Details

i.e. details relating to the company/person to receive the payment

5. Receiver's Name: The name of the person or company to receive the payment.
6. The IBAN (International Bank Account Number) of the receiver. For more information on IBAN's, please see our website www.aib.ie.
7. The Receiver's Bank BIC. The BIC contains 8 or 11 alphanumeric characters.

The BIC must be for the bank with whom the receiver account is held. For more information on Bank BICs, please see our website www.aib.ie.

Paylink Euro payments may be sent to banks in the following SEPA zone countries: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary,

Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Netherlands, Norway, Poland, Portugal, Romania, San Marino, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, UK.

There are a number of additional SEPA zone territories where Paylink Euro may be sent.

At time of going to print they included Åland Islands, Azores, Canaries, French Guiana, Gibraltar, Guadeloupe, Guernsey, Isle of Man, Jersey, Madeira, Martinique, Mayotte, Reunion, Saint Barthelemy, Saint Martin, Saint Pierre and Miquelon. These tend to change periodically.

Payment Details

8. The amount of money (in EURO only) you wish to send. (The payment amount per transaction must be less than €100,000,000.00).
9. The amount of Euro in words.
10. This narrative is only available for Paylink Euro standard payments. It will travel with the payment and will be made available to the receiver (max 35 characters). For payments to Ireland this narrative should not exceed 18 characters and should appear on the receiver's statement. If no narrative is included, then 'Not Provided' will be sent out on the payment.
11. Any message - text or numerical - to be forwarded to the receiver (max 140 characters).

Charges

Paylink Euro payments may only be made on a charges 'shared' basis. Under this charging option, the sender pays the AIB charge and the receiver pays the receiver's bank charges (where applicable), which may be deducted from the payment amount before it is credited to the receiver's account. (Please note that in relation to euro payments to Switzerland and Monaco, intermediary banks may deduct a fee from the payment amount before the payment is forwarded to the receiver's bank.)

Customer Acknowledgement and Authorisation

12. The payment must be signed by the authorised signatories of the customer account to be debited.

Data Protection Notice

For information in relation to how we collect personal information about you, how we use it and how you can interact with us about it, see our Data Protection Notice in branches or online at www.aib.ie/dataprotection. It may change from time to time.

Details of this payment, including the identity of both the sender and the receiver(s), may be disclosed to overseas authorities (including the United States of America) in connection with combating terrorism and other serious crime. Further information is available on request or from 'SWIFT Payment Information' section online.

Note: - Should any of the information you provide prove inaccurate, illegible or invalid, your payment may not be made or may be delayed.

- **Agent Bank charges or additional expenses may apply where amendments/investigations/cancellations to payment instructions are requested.**

- Please retain the Customer copy (yellow) for details of your payment instruction. This is a memorandum only not proof of payment.