

businessONLINE Payments Guide

How to download a SWIFT MT103 message & payment advice.

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Version 1.0

Transaction Summary Widget.

(Applicable for Maker, Authorier and MakerAuthorizer)

Option (1)

Payments tab > Transaction Summary Widget > Right-click and select “Download Payment Advice” option.

The screenshot shows the 'Transaction Summary' widget with a table of transactions. A context menu is open over the row with transaction reference 1111811203517977, and the 'Download Payment Advice' option is highlighted with a red arrow.

Actions	Initiation Date	Payment Date	Payment Type	Debit Account Num...	Beneficiary Account ...	Beneficiary Account ...	Transaction Referen...	Payment Amount	Status
	19-11-2020	19-11-2020	Within Bank Payment	1011XXXXX1401	5521XXXXXXX7646	Mandar Kadam	1111911203521384	10.00	Processed by Bank
	19-11-2020	19-11-2020	Within Bank Payment	1021XXXXX4408	5521XXXXXXX7646	Mandar ENBD Card	1111911203520056	10.00	Rejected by Bank
	18-11-2020	18-11-2020	Local Currency Pay...	101XXXXXX 2	AE9302000000...	BIPIN KUMRA	1111811203518072	5.00	Processed by Bank
	18-11-2020	18-11-2020	Within Bank Payment	Recall/Amend	101	SACCHIDANAN...	1111811203517991	1.00	Processed by Bank
	18-11-2020	18-11-2020	Own Account Payme...	Download Payment Advice	401	TBS SMART BU...	1111811203517977	1.00	In Process at Bank
	18-11-2020	20-11-2020	Own Account Payme...	View History	202	TRS SMARI RI...	1111811203517875	1.00	Processed by Bank

Option (2)

Double-click on the transaction record to view the transaction details, then click “Download Payment Advice” option.

The screenshot shows the 'TRANSACTION DETAILS' dialog box. It contains fields for Transaction Reference Number, Transaction Status, Initiator Date and Time, Initiated By, Bank Reference Number, Authorization Date/Time, Authorizer Name, and Processed Date/Time. Below this is the 'DEBIT INFORMATION' section with fields for Debit Account Number, Currency, Beneficiary Bank Country, Account Name, and Account Type. At the bottom, there are three buttons: 'Close', 'View Payment Advice' (highlighted with a red arrow), and 'Download PDF'.

Click to open the downloaded file

SWIFT message / Payment Advice sample

Payment Advice

Status	ACK Received - 2020-08-13 09:41
Sender	EBILAEADXXX EMIRATES NBD GROUP HEAD OFFICE BRANCH, BENIYAS STREET, DEIRA .DUBAI AE
Receiver	XXXXXXXX ADXXX XXXXXXXX JUBAI XXXXXXXX JUBAI, BURJ DUBAI BUSINESS HUB FLOOR 8, BUILDING 6, DUBAI AE
20	Sender's Reference O000XXXXXXXX
23B	Bank Operation code CRED
26T	Transaction Type code CCP
32A	Value Date/Currency/Interbank Settled Amount Date : 13-Aug-2020 Currency : AED Amount : 3,50
33B	Currency/Instructed Amount

Account Summary Widget.

(Applicable for Viewer, Maker, Authorizer and MakerAuthorizer)

Account Services tab > **Account Summary** > **Double-click** on the debit account

Actions	CIF	Account Number	Account Name	Account Type	Currency	Effective Availa...	Preferred Currency	Effective Availa...	Status	Country
	1C 30	101 101	CAEAAYNA PC...	CURRENT ACCOU...	AED	1 .54	AED	1 2.54	Active	UNITED ARAB EMI...
	1C 30	101 103	CAPAANNA PC...	CURRENT ACCOU...	AED		AED	0.00	Inactive	UNITED ARAB EMI...
	1C 30	102 102	CAEAAYNA PC...	CURRENT ACC...	USD	1 8.14	AED	3 6.99	Active	UNITED ARAB EMI...
	1C 30	417 100010	CAEAAYNA PC...	VISA GUARANTEE	AED		AED	0.00	Active	UNITED ARAB EMI...
	1C 30	420 100009	CAEAAYNA PC...	OTHER GUARA...	AED		AED	0.00	Active	UNITED ARAB EMI...
	1C 30	453 100001	CAEAAYNA PC...	GUARANTEE MAR...	AED	1 2.00	AED	1 2.00	Active	UNITED ARAB EMI...

Scroll down, select the **Date Range** and click **“Go”**

Actions	Transaction Date	Value Date	Narration	Transaction Reference	Debit	Credit	Running Balance
	23-11-2020	23-11-2020	TRANSFER To 10XXXXXXXXX1-DER		XXXXXXXXXX	0.00	XXXXXXXXXX
	23-11-2020	23-11-2020	TRANSFER From 10XXXXXXXXX1-DER		0.00	XXXXXXXXXX	XXXXXXXXXX
	25-11-2020	25-11-2020	TELEGRAPHIC TRFREF NUM:00XXXXXXXXX SACCHIDANAND ARVIND SHETTYN B UILDIN /REF/1112511203705244 DFT END TO EN YOUR REF.DFT END to END 1112511203705244	1112511203705244	124.00	0.00	XXXXXXXXXX
	25-11-2020	25-11-2020	TRANSFER1112511203705389 TO A/C 10XXXXXXXXXX USD100@3.685 YOUR REF.TEST 1112511203705389	1112511203705389	368.50	0.00	XXXXXXXXXX
	29-11-2020	29-11-2020	UTILITY PAYMENTDEWA NO.XXXXXXXXXX TXNID.-2020112901774711 DTB REF.-1112911203706073 DTB1112911203706072	DTB1112911203706072	100.00	0.00	XXXXXXXXXX
	29-11-2020	29-11-2020	TELEGRAPHIC TRFREF NUM:00XXXXXXXXX AL XXXXXXXX XXXXXXXX XXXXX XXXX X.XP./REF/1112911203706112 PURPOSE OF PA YOUR REF.Reference in yo 1112911203706112	1112911203706112	100.00	0.00	XXXXXXXXXX

Double-click on the transaction record

Actions	Transaction Date	Value Date	Narration	Transaction Reference	Debit	Credit	Running Balance
	19-11-2020	19-11-2020	TRANSFERFile ...	1112011190422778	0.00	1.00	12,994.40

Click "Print SWIFT Advice"

Transaction Details

TRANSACTION DETAILS

Transaction Reference	Swift Reference	Instrument Number
1111811203518072	O000	--
Transaction Date	Payment Date	
22-11-2020	22-11-2020	
Debit Amount	Credit Amount	
5.00	0.00	

Buttons: Close, Print SWIFT Advice

Click to **open** the downloaded file

transaction_swift_...pdf

Show all

Payment Advice

Status	ACK Received - 2020-08-13 09:41
Sender	EBILAEADXXX EMIRATES NBD GROUP HEAD OFFICE BRANCH, BENIYAS STREET, DEIRA .DUBAI AE
Receiver	XXXXXXXXXX ADXXX XXXXXXXXXX JUBAI XXXXXXXXXX JUBAI, BURJ DUBAI BUSINESS HUB FLOOR 8, BUILDING 6, DUBAI AE
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