

## PROCEDURE FOR KTT TRANSACTION:

### AFTER CONTRACT SIGNED

- 1) THE SENDING BANK SENDS VIA KTT MT 999 THE PRE-ADVICE THAT IT IS READY TO SEND CASH FUNDS VIA KTT MT 103 (AS PER ANNEX 3);
- 2) THE RECEIVING BANK RESPONDS VIA KTT MT 799 THAT IT IS READY TO ACCEPT CASH FUNDS VIA KTT (AS PER ANNEX 4);
- 3) THE SENDING BANK SENDS KEYS AND INSTRUCTIONS (AS PER ANNEX 5);
- 4) THE RECEIVING BANK REPLIES: "KEYS HAVE BEEN RECEIVED AND INSTRUCTIONS UNDERSTOOD";
- 5) THE SENDING BANK SENDS CASH FUNDS TO RECEIVING BANK VIA KTT MT 103 (AS PER ANNEX 6);
- 6) THE RECEIVING BANK REPLIES VIA KTT MT 199 THAT FUNDS HAVE BEEN RECEIVED (AS PER ANNEX 7).
- 7) PARTY B ISSUES AND SENDS TO PARTY A, ENDORSED BY PARTY'S B BANK, PAYMENT GUARANTEE LETTER (SEPARATE PGL) FOR EACH AND EVERY TRANCHE OF FUNDS RECEIVED IN PARTY'S B BANK ACCOUNT FROM PARTY A'S BANK VIA KTT (FORMAT TO BE AGREED BY BOTH PARTIES).
- 8) SENDING BANK SENDS VIA KTT MT 202 (AS PER ANNEX 8);
- 9) THE RECEIVING BANK OFFICER REPLIES VIA EMAIL TO RECEIVER & RECEIVER、 REPLIES VIA EMAIL TO SENDER : "FUNDS TRANSFER CONFIRMATION HAS BEEN RECEIVED. THE FUNDS HAVE BEEN CREDITED TO THE RECIPIENT ACCOUNT";
- 10) THE RECEIVING BANK WITHIN 48 BANKING HOURS OF RECEIPT AND CONFIRMATION OF CREDIT ADVICE KTT MT 202 WILL WIRE THE AGREED UPON PROCEEDS TO THE BANK ACCOUNTS ACCORDING TO ENDORSED PGL AND RECEIVER WILL IMMEDIATELY PROVIDE SENDER WITH SWIFT COPIES OF THE WIRE TRANSFERS.

**ANNEX 3**  
**MT 999 PRE-ADVICE**

[Receiver\_Bank\_Telex\_No]

=====Instance Type and Transmission=====

Priority : HIGH

Message Output Reference : [Bank Security Code/Telex]

=====MESSAGE HEADER=====

OUTPUT : **MT 999 PRE ADVICE**

SENDER : [Sender\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

RECEIVER : [Receiver\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

BANK OFFICER : BANK OFFICER  
BANK TELEPHONE : 000 000 0000 0000  
BANK EMAIL : XXX(AT)Xxx-BANKxxx.COM

ACCOUNT NAME : BANK BENEFICIARY ACC NAME  
ACCOUNT NUMBER : BANK BENEFICIARY ACC NUMBER 000000

MUR : [Bank Transaction Reference]

=====MESSAGE TEXT=====

27: SEQUENCE OF TOTAL : 1/1

30: DATE : [DATE]

21: WE, [SENDER BANK NAME], HEREBY REQUEST TO ESTABLISH

DIRECT WORKING RELATIONS WITH YOUR GOOD BANK.

WE CONFIRM THAT WE ARE READY, WILLING AND ABLE TO MAKE CASH FUNDS  
TRANSFERS TO YOUR BANK BY KEY TESTED TELEX FOR IMMEDIATE DEPOSIT TO  
YOUR ACCOUNTHOLDER: [BENEFICIARY ACCT NAME], ACCOUNT NUMBER:  
[BENEFICIARY ACCT NUMBER], AS SAME DAY VALUE ON A DIRECT BANK.TO.BANK  
BASIS.

PLEASE ACKNOWLEDGE RECEIPT OF THIS TELEX AND CONFIRM BY YOUR RESPONSE  
OUR WORKING RELATIONSHIP AND THAT YOU ARE READY TO ACCEPT OUR CASH  
FUNDS TRANSFER BY KEY TESTED TELEX FOR IMMEDIATE CREDIT TO YOUR  
CLIENTS ACCOUNT AS REFERENCED ABOVE.

FOR AND ON BEHALF OF [SENDER BANK NAME]

AUTHORISED BY BANK OFFICERS:  
[Bank\_Officer\_1] ([Bank\_Officer\_1\_PIN])  
[Bank\_Officer\_2] ([Bank\_Officer\_2\_PIN])

=====MESSAGE TRAILER=====

END TELEX MESSAGE

**ANNEX 4**  
**RESPONSE TO KTT MT999 PRE-ADVICE VIA KTT MT 199**

[Receiver\_Bank\_Telex\_No]  
=====INSTANCE TYPE AND TRANSMISSION=====

PRIORITY : HIGH

MESSAGE OUTPUT REFERENCE: XXXX.xxxx.XXXXX.XXX  
=====MESSAGE HEADER=====

OUTPUT : MT 199 FORMAT PRE-ADVICE RESPONSE

SENDER : [Sender\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

BANK OFFICER : BANK OFFICER  
BANK TELEPHONE : 000 000 0000 0000  
BANK EMAIL : XXX(AT)Xxx-BANKxxx.COM

ACCOUNT NAME : BANK BENEFICIARY ACC NAME  
ACCOUNT NUMBER : BANK BENEFICIARY ACC NUMBER 00000

RECEIVER : [Receiver\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

ACCOUNT DETAILS:  
ACCOUNT NAME : SENDING BANK APPLICANT ACC NAME  
ACCOUNT NUMBER : SENDING BANK APPLICANT ACC NUMBER 00000

MUR : [Bank Transaction Reference]  
=====MESSAGE TEXT=====

27: SEQUENCE OF TOTAL : 1/1  
30: DATE : [DATE]  
79: NARRATIVE:  
DEAR BANKING COLLEAGUE,  
WE, [RECEIVING BANK NAME] HERewith ACKNOWLEDGE RECEIPT OF YOUR TELEX PRE-  
ADVICE AND AGREE TO ESTABLISH A WORKING RELATIONSHIP WITH YOUR BANK  
BY THIS RESPONSE IN ORDER TO RECEIVE YOUR MT103 CASH FUNDS TRANSFER BY KEY  
TESTED TELEX FOLLOWED BY YOUR COVER CONFIRMATION IN KTT MT202 FORMAT FOR  
IMMEDIATE DEPOSIT TO OUR CLIENT'S ACCOUNT.

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WE ARE ALSO READY TO RECEIVE YOUR TEST KEYS TO CONFIRM YOUR CASH FUNDS  
TRANSFER IN THE AMOUNT OF [AMOUNT IN WORDS ... AND AMOUNT IN FIGURES] THAT  
YOU WILL DELIVER TO OUR BANK FOR CREDIT TO OUR CLIENTS ACCOUNT [ACCOUNT  
NAME: XXXXXXXXXX, AND ACCOUNT NUMBER: XXXXXXXXXX].

.

FOR AND ON BEHALF OF [RECEIVING BANK NAME]

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AUTHORISED BY BANK OFFICERS:  
[Bank\_Officer\_1] ([Bank\_Officer\_1\_PIN])  
[Bank\_Officer\_2] ([Bank\_Officer\_2\_PIN])

=====MESSAGE TRAILER=====

**ANNEX 5**  
**KT T MT 999 KEYS**

[Receiver\_Bank\_Telex\_No]  
=====Instance Type and Transmission=====

Priority : HIGH

Message Output Reference : [Bank Security Code/Telex]

=====MESSAGE HEADER=====

OUTPUT : **MT 999 KEYS**

SENDER : [Sender\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2  
: XXX(AT)Xxx-BANKxxx.COM

RECEIVER : [Receiver\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

BANK OFFICER : BANK OFFICER  
BANK TELEPHONE : 000 000 0000 0000  
BANK EMAIL : XXX(AT)Xxx-BANKxxx.COM

MUR : [Bank Transaction Reference]

=====MESSAGE TEXT=====

27: SEQUENCE OF TOTAL : 1/1

30: DATE : [DATE]

21: IN CONSIDERATION OF THE CASH ASSETS WE HAVE SUPPORTING OUR  
BANKING OPERATIONS TO ESTABLISH DIRECT BANK TO BANK RELATIONS  
WITH YOUR GOOD BANK, PLEASE ACCEPT THE FOLLOWING KEY CODES FOR  
AUTHENTICATION OF EACH TELEX WE SEND YOU.

79: DETAILS/NARRATIVE

TEST KEY CODES TO AUTHENTICATE EACH TELEX

TABLE A: XXX

TABLE B: XXX

TABLE C: XXX

TABLE D: XXX

TABLE E: XXX

TABLE F: XXX

TABLE G: XXX

TABLE H: XXX

FOR AND ON BEHALF OF [SENDER BANK NAME]

AUTHORISED BY BANK OFFICERS:

XXXX XXXXXX, GENERAL MANAGER (XXXXXX)

XXXXXX XXXXXX, SENIOR MANAGER (XXXXXX)

=====MESSAGE TRAILER=====



**ANNEX 6**  
**KTT MT 103**

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[Receiver_Bank_Telex_No]
=====Instance Type and Transmission=====
Priority                : HIGH
Message Output Reference : [Bank Security Code/Telex]
=====MESSAGE HEADER=====
OUTPUT   : FIN 103 SINGLE CUSTOMER CREDIT TRANSFER
[Sender_Bank_Telex_No]
      : BANK NAME
      : BANK ADDRESS 1
      : BANK ADDRESS 2
      : XXX(AT)Xxx-BANKxxx.COMRECEIVER :
[Receiver_Bank_Telex_No]
      : [Receiver_Bank_Name]
      : [Receiver_Bank_Address]
      : [Receiver_Bank_Address]
      : EMAIL: XXXX(AT)XxxBANKxxxx.COM
MUR      : [Bank Transaction Reference]
TEST KEY : MESSAGE 1 [TEST_KEY]
=====MESSAGE TEXT=====
20: Sender's reference
   [Bank Transaction Reference]
23B: Bank Operation Code
    CRED
32A: Val Dte/Curr/Interbnk Settl'd Amt
    Date      : DD MONTH YYYY
    Currency   : EURO (EUR)
    Amount     : =[amount in numbers]=
33B: Currency/Instructed Amount
    Currency   : EURO (EUR)
    Amount     : =[amount in numbers]=
50K: Ordering Customer-Name & Address
    [Receiver_Account number] (UNITED STATES DOLLARS)
    [Receiver_Name]
    [Receiver_Address],
    [Receiver_Address]
52A: Ordering Institution - FI BIC
    [Sender_Bank_Telex_No]
    [Sender_Bank_Name]
    [Sender_Bank_Address]
    [Sender_Bank_Address]
58A: Beneficiary Institution - FI BIC
    [Receiver_Bank_Telex_No]
    [Receiver_Bank_Name]
    [Receiver_Bank_Address]
    [Receiver_Bank_Address]
59A: Beneficiary Customer-Name & Addr
    /[Receiver_Account Number]
    [Receiver_Account Name]
    [Receiver_Address]
    [Receiver_Address]
70: Remittance Information
    EUR ACC
71A: Details of charges
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79: WE, [Sender\_Bank\_Name], HEREBY PRESENT OUR  
IRREVOCABLE, DIVISIBLE, TRANSFERABLE, AND CALLABLE CASH-BACKED  
STANDING KEY TESTED TELEX (KTT) TRANSFER IN MT103 WIRE  
TRANSFER FORMAT IN FAVOR OF THE ACCOUNT OF:

[Receiver\_Account\_Name]

FOR ACCOUNT NUMBER: [Receiver\_Account\_Number]  
IN THE AMOUNT USD [amount in words] [[amount in numbers]

THE FUNDS ARE FREE AND CLEAR OF ALL LIENS OR ENCUMBRANCES AND  
WE GUARANTEE AND CONFIRM DELIVERY OF THESE FUNDS AS GOOD,  
CLEAN, AND CLEARED FUNDS OF NONCRIMINAL ORIGIN FROM A LEGAL  
SOURCE AS SAME DAY PAYMENT, THE DAY OF RECEIPT. WE HEREBY  
ORDER THAT THE BENEFICIARY HAS AN UNRESTRICTED RIGHT AND  
AUTHORITY TO UTILIZE, DRAW DOWN, PLEDGE, AND WITHDRAW THE  
FUNDS AS HE DEEMS FIT.

WE HEREBY ADVISE THAT YOU IMMEDIATELY DEPOSIT AND RELEASE  
THIS PAYMENT TO THE ACCOUNT OF [Receiver\_Account\_Name]  
(CLIENTS ACCOUNT) AND ADVISE THE BENEFICIARY OF THE SAME DAY  
VALUE FUND TRANSFER.

WE CONFIRM THIS IRREVOCABLE KTT WIRE TRANSFER IN MT103  
FORMAT IS A BINDING FULLY PERFORMED DUE BILL AND IS SUBJECT TO  
THE UNIFORM COMMERCIAL CODE AS IT RELATES TO BANK CREDITS AND  
EXTERNAL CREDIT TRANSFER REGULATIONS.

PLEASE CONFIRM DEPOSIT TO THE ADVISED ACCOUNT HOLDER WHEREBY WE  
CONFIRM AND GUARANTEE THAT THE FUNDS WILL NOT BE CLAWED BACK.

FOR AND ON BEHALF OF [Sender\_Bank\_Name]

AUTHORISED BY BANK OFFICERS:

[Bank\_Officer\_1] ([Bank\_Officer\_1\_PIN])

[Bank\_Officer\_2] ([Bank\_Officer\_2\_PIN])

=====MESSAGE TRAILER=====

END TELEX MESSAGE

**ANNEX 7**  
**RESPONSE TO KTT MT103 VIA KTT MT 199**

[Receiver\_Bank\_Telex\_No]  
=====INSTANCE TYPE AND TRANSMISSION=====

PRIORITY : HIGH  
MESSAGE OUTPUT REFERENCE: XXXX.xxxx.XXXXX.XXX  
=====MESSAGE HEADER=====

OUTPUT : MT 199 FORMAT CONFIRMATION

SENDER : [Sender\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

BANK OFFICER : BANK OFFICER  
BANK TELEPHONE : 000 000 0000 0000  
BANK EMAIL : XXX(AT)Xxx-BANKxxx.COM

ACCOUNT NAME : BANK BENEFICIARY ACC NAME  
ACCOUNT NUMBER : BANK BENEFICIARY ACC NUMBER 00000

RECEIVER : [Receiver\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2

ACCOUNT DETAILS:  
ACCOUNT NAME : SENDING BANK APPLICANT ACC NAME  
ACCOUNT NUMBER : SENDING BANK APPLICANT ACC NUMBER 00000

MUR : [Bank Transaction Reference]  
=====MESSAGE TEXT=====

27: SEQUENCE OF TOTAL : 1/1  
30: DATE : [DATE]  
79: NARRATIVE:  
DEAR BANKING COLLEAGUE,

WE, [RECEIVING BANK NAME] HEREWITH ACKNOWLEDGE RECEIPT OF YOUR KTT MT103  
CASH FUNDS TRANSFER AND REQUEST YOU CONFIRMATION OF COVER BY KTT MT 202  
FORMAT IN THE AMOUNT OF [AMOUNT IN WORDS ... AND AMOUNT IN FIGURES] FOR  
IMMEDIATE DEPOSIT TO OUR CLIENT'S ACCOUNT [ACCOUNT NAME: XXXXXXXXX, AND  
ACCOUNT NUMBER: XXXXXXXXXX].

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FOR AND ON BEHALF OF [RECEIVING BANK NAME]

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AUTHORISED BY BANK OFFICERS:  
[Bank\_Officer\_1] ([Bank\_Officer\_1\_PIN])  
[Bank\_Officer\_2] ([Bank\_Officer\_2\_PIN])

=====MESSAGE TRAILER=====

END TELEX MESSAGE

**ANNEX 8**  
**KTT MT 202**

[Receiver\_Bank\_Telex\_No]  
=====Instance Type and Transmission=====

Priority : HIGH  
Message Output Reference : [Bank Security Code/Telex]  
=====MESSAGE HEADER=====

OUTPUT : **MT 202COV**

SENDER : [Sender\_Bank\_Telex\_No]  
: BANK NAME  
: BANK ADDRESS 1  
: BANK ADDRESS 2  
: XXX (AT) Xxx-BANKxxx.COM

RECEIVER : [Receiver\_Bank\_Telex\_No]  
: [Receiver\_Bank\_Name]  
: [Receiver\_Bank\_Address]  
: [Receiver\_Bank\_Address]  
: EMAIL: XXXX (AT) XxxBANKxxxx.COM

MUR : [Bank Transaction Reference]

TEST KEY : MESSAGE 1 [TEST\_KEY]  
=====MESSAGE TEXT=====

20: Senders reference  
[Bank Transaction Reference]

21: Related reference  
[Related MT103 Transaction Reference]

23B: Bank Operation Code  
CRED

32A: Val Dte/Curr/Interbnk Settl'd Amt  
Date : DD MONTH YYYY  
Currency : EUR (EURO)  
Amount : =[amount in numbers]=

52A: Ordering Institution - FI BIC  
[Sender\_Bank\_Telex\_No]  
[Sender\_Bank\_Name]  
[Sender\_Bank\_Address]  
[Sender\_Bank\_Address]

50K: Ordering Customer-Name & Address  
[Receiver\_Account number] (EURO)  
[Receiver\_Name]  
[Receiver\_Address],  
[Receiver\_Address]

58A: Beneficiary Institution - FI BIC  
[Receiver\_Bank\_Telex\_No]  
[Receiver\_Bank\_Name]  
[Receiver\_Bank\_Address]  
[Receiver\_Bank\_Address]

59A: Beneficiary Customer-Name & Addr  
/[Receiver\_Account Number]  
[Receiver\_Account Name]  
[Receiver\_Address]  
[Receiver\_Address]

=====MESSAGE TRAILER=====

END TELEX MESSAGE