

COMPLETION INSTRUCTION FOR THE FOREIGN CURRENCY PAYMENT FORM

The Form is completed to initiate a money transfer in foreign currency from own account to other banks in Lithuania or foreign banks. It is required to complete the Foreign Currency Payment Form by a printing device or writing tool using capital letters, no corrections are allowed.

1. Document no. includes a number to identify a payment order;
2. Date includes a year, month and day of giving a payment order to the Bank;
3. Payment urgency. Standard payment means that a money transfer is executed within two bank working days, urgent transfer is executed within one bank working day and very urgent on the same bank working day.
4. The field "PAYER" includes the beneficiary's account number, the payer's name and surname (private customers) or company name (corporate customers), address, country, country code.
5. The field "BENEFICIARY" includes the beneficiary's account number, the beneficiary's name and surname (private customers) or company name (corporate customers), address, country, country code. The field also includes the beneficiary's bank SWIFT code (BIC) of 8 or 11 characters. If SWIFT code is not known and other type bank code is indicated, the beneficiary's bank name, address, country, country code are required additionally.
6. The field "BENEFICIARY'S CORRESPONDENT BANK" includes the beneficiary's correspondent bank SWIFT code (BIC) of 8 or 11 characters. If SWIFT code is not known and other type bank code is indicated, the beneficiary's bank name, address, country, country code are required additionally.
7. Amount in digits and in words includes an amount to be transferred to the beneficiary, indicated in digits and in words;
8. Currency code includes a payment currency code. Possible currencies: AUD (Australian Dollar), BYR (Belarusian Rouble), CAD (Canadian Dollar), CHF (Swiss Frank), CZK (Czech Koruna), DKK (Danish Krone), EUR (Euro), GBP (Great Britain Pound), HUF (Hungarian Forint), JPY (Japanese Yen), KZT (Kazakhstan Tenge), LVL (Latvian Lats), NOK (Norwegian Krone), PLN (Polish Zloty), RUB (Russian Rouble), SEK (Swedish Krona), UAH (Ukrainian Hryvna), USD (US Dollar);
9. The field "Details of payment" includes information on payment meant for the beneficiary, e.g. payment for goods, services, payment against invoices, payment under contracts, etc.;
10. The field "Payment charges" includes the payment charges payer. Depending on choice the charges applied by DNB Bankas and other banks in relation to payment are paid by the payer, both the payer and the beneficiary or the beneficiary. International transfers to the EU member states and Norway, Iceland, Liechtenstein, Switzerland in euro and in the national currencies of these countries are allowed with no other choice than SHA only.

Note. If a foreign currency payment order given by the bank customer meets all requirements for SEPA payments, it will be executed as SEPA credit transfer. Conditions for SEPA payments:

- Any amount in euro only.
- The beneficiary's bank is not a bank within DNB Group or any other bank in Lithuania.
- Payment is not extra urgent.
- Payer of payment charges: both the payer and the beneficiary.
- The beneficiary's account number in IBAN format and the beneficiary's bank SWIFT (BIC) code are provided.
- The beneficiary's bank is technically able to receive SEPA payments.