

# Explanation of the Standard Uploading Format of Corporate Entrusted Payments and Service Contents

(Version 106.01)

Date of application: \_\_\_YYY\_\_\_MM\_\_\_DD

General service function	Explanation
I. Payment file format An "EXECL template" is adopted for the payment file format, and the "Uniform Number/ID Number" field is allowed to be blank (note 1).	Note 1. For the "EXECL template", please contact the business unit; it is recommended to fill in the "Uniform Number/ID Number" to avoid errors by the account bank in its interpretation of the Chinese account name and the return of a transaction failure message by the account bank.
II. Transmission path and file name-checking method. Do not specify a special path, and repeated uploads of the same file name are prohibited (note 2).	Note 2. The uploader chooses the location of the payment file, and the same file name cannot be uploaded repeatedly.
III. The date format of the payment date Republic of China date YYYYMMDD(1030102)	
IV. Payment method (I) After the payment file is uploaded and released by the customer's manager, the system will automatically make the payment (note 3). (II) Any single amount greater than NT\$50 million will be automatically split (note 4)	Note 3. After the customer's manager inserts the FXML chip card to complete the signature and release of the payment file, the system will proceed with the account transfer on the instructed payment date. Note 4. For an amount greater than NT\$50 million, the system will automatically split the transaction into several transactions, and the inter-bank transfer fee will be calculated for each transaction after the automatic split (for example, NT\$100 million will be split into two amounts of NT\$50 million each, and the handling fee is calculated for two transactions). This service is suitable for online transfers where only the payment master file is to be transmitted and allows the same serial number to appear repeatedly.
V. Payment financing reservation No payment financing reservation is provided, but the amount reserved is revocable.	
VI. Method and timing of transfer notice (note 5) The method of "notice by both email and fax" is adopted and the notice is sent "after reservation and after debit".	Note 5. "After reservation and after debit" of the transfer, the system will send a notice to the payee by means of "notice by both email and fax".
VII. Timing and charge scheme of SMS notice (note 6)	Note 6. This service does not provide SMS notice by default. If you apply to activate the SMS notice separately, the depositor shall bear the cost of the SMS notice according to the number of successful text messages sent, and NT\$1 will be charged for each message.
VIII. Handling of payment failure (I) When "the transfer-in account number does not match the beneficiary account information," the system will automatically change to the payee account name and account number for a re-transfer (note 7). (II) The amount is credited back to the original account if the payment fails (note 8)	Note 7. If the reason for the payment failure is "the transfer-in account number does not match the beneficiary account information," the system will change to the payee account name and account number for a "re-transfer." Note 8. If the processing result is payment failure, the system will deposit the amount back to the original debit account.

IX. Enabling intrabank transfer on non-business days (note 9)	Note 9. The payment date of the payment file is allowed to be a non-business day; if the transfer is <b>between Land Bank accounts</b> (intrabank transfer), the <b>transfer date</b> will be the payment date; for a <b>transfer from Land Bank to another bank</b> (interbank transfer), the <b>transfer will be deferred to the next business day</b> , and if the intrabank transfer fails on a non-business day, it will be processed as a credit back to the original account.
X. Partial cancellation of the amount to be transferred is allowed for transactions not yet released (note 10)	Note 10. The reviewer will partially cancel the amount to be transferred under the transactions to be processed by him/her.
XI. Displaying details of the transfer (note 11) (I) The [Deposit Transaction Details Inquiry] function of online banking "does not display" detailed data. (II) The payer's passbook "does not display" the payee account number after the transfer fails and the deposit is credited back to the original account.	Note 11. This service is only applicable to <u>salary transfer</u> .
XII. The transaction reservation cancellation mechanism (note 12) allows the release supervisor to cancel the transaction reservation.	Note 12. For a reserved transaction that has been approved and released, the release supervisor may cancel it by himself or herself one day before the payment date.

Note:

- I. You have signed the "Corporate Entrusted Payment Application and Agreement" with the Bank, and the corporate entrusted payment management system will provide the above-mentioned general service function.
- II. If no specification is made in the general service function, then both online transfer and salary transfer are applicable.
- III. If you want to change the payment file format or various general services, please contact the business unit for the [Application Form for the Uploading Format of Corporate Entrusted Payments and System Service Setting] to formulate the required format and system service separately, which will take effect from the date of establishment with the Electronic Finance Department.