

Oracle[®] Financials for Japan Documentation Update

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Summary of Changes

This section contains important information. Please read this section for the latest updates and additions to your user's guide.

The updates include the following changes:

- A note is added to the chapter introduction for *Bank Transfer*.
- In the table in *Defining the Payment Format*, the Payment Method for Paper Media is updated.
- In *Setting up Your Bank Account*, the first bullet point in step 6 is revised.
- A note is added to *Handling Single Payments*.
- In *Zengin File*, the description for the Code Type field in the Header Record is updated.

Bank 1 Transfer

The Oracle Payables Bank Transfer feature helps you meet Japanese Bank Transfer requirements. This chapter describes how to set up and use the Bank Transfer feature.

Note: Because Bank Charges and Discounts share the same table, you cannot use both features at the same time.

Overview

It's common in Japan for customers to pay suppliers by transferring funds from the customer's bank to the supplier's bank. The customer's bank charges a fee to complete the transfer, and the customer and supplier negotiate who will bear the fee.

If the customer bears the bank charge, the full invoice amount is requested for transfer. For example, for a 100 dollar invoice and a 5 dollar bank transfer fee, the customer transfers 100 dollars to the supplier's bank, and pays 5 dollars to the customer's bank for the bank transfer fee. The total cost to the customer is 105 dollars.

If the supplier bears the bank charge, the invoice amount less the bank charge is requested for transfer. For example, for a 100 dollar invoice and a 5 dollar bank transfer fee, the customer transfers 95 dollars to the supplier's bank and pays 5 dollars to the customer's bank for the bank transfer fee. The total cost to the customer is 100 dollars.

The bank charge is based on several factors, such as:

- Originating bank/branch, supplier bank/branch
- Transfer priority
- Bank charge type (standard or negotiated)
- Currency used
- Amount of payment

This form of electronic fund transfer is accomplished with a Zengin file, an electronic or paper file submitted by the customer that instructs the customer's bank to transfer funds to the supplier's bank.

Bank Transfer Feature

Determining Who Pays Bank Charges

The Bank Transfer feature lets you record if the customer or supplier bears the bank charge along with the bank charge rate type. There are three bank charge values:

- **Internal** - Customer bears the bank charges
- **Supplier/Standard** - Supplier bears the bank charges at standard rate
- **Supplier/Negotiated** - Supplier bears the bank charges at a negotiated rate

How Bank Charges are Calculated

The Oracle Payables Bank Transfer feature lets you handle bank charges borne by the supplier when the customer requests to transfer the full invoice amount less the bank charge.

Bank charges for transfer to suppliers flagged as *supplier/standard* or *supplier/negotiated* are automatically calculated during the build payments program with bank charges stored in the Bank Charges window. Bank charges, standard or negotiated, are deducted from the check amount.

Charges are automatically calculated during the Build Payment based on:

- Bank Charge Bearer
- Transfer Priority
- Payment amount
- Currency
- Remit-to Account (supplier's bank/branch)
- Remit-from Account (customer's bank/branch)

Accounting Entries

The Bank Transfer feature lets you make additional accounting entries that you need for bank charges. Two reports were created to support these accounting entries.

If the customer agrees to bear the bank charge, the customer requests to transfer the full invoice amount plus the negotiated bank charge. This is an Internal rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the customer transfers 100 dollars, the full invoice amount. The supplier receives 100 dollars as payment and the customer pays a 3 dollar negotiated bank charge.

If the customer requests to transfer the invoice amount less the standard bank charge, but bears the negotiated bank charge instead, the customer receives the discount merit. This is a Supplier/Standard rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the supplier expects to receive 95 dollars. The bank, however, gives the customer a negotiated rate instead; the customer pays 95 dollars for the invoice, 3 dollars for the bank transfer fee, and receives a 2 dollar discount merit.

Because the supplier does not know the bank's negotiated transfer rate, the business custom in Japan is to transfer the invoice less the standard bank charge and account the difference between the standard and negotiated bank charge as miscellaneous income.

If the supplier agrees to bear the bank charge and the customer requests to transfer the full invoice amount less a negotiated bank charge, the result is that the supplier receives a discount merit, the difference between the negotiated bank charge and the standard bank charge. This is a Supplier/Negotiated rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the customer transfers the invoice amount less the negotiated bank charge, which is 97 dollars. The supplier bears the negotiated bank charge of 3 dollars, but had expected to bear the standard charge of 5 dollars; the supplier received 97 dollars instead of 95 dollars. The supplier receives a 2 dollar discount merit.

Reports

The Bank Transfer feature provides two reports that support additional accounting entries needed for bank charges, including miscellaneous income accounting and consumption tax on the bank charge.

- The Bank Charge Accounting Upon Payment report shows the additional accounting required when payments are accounted. Users can create manual journal entries based on the Bank Charge Accounting Upon Payment report.
- The Bank Charge Accounting Upon Notification report shows the additional accounting required when bank charge notification receipts are accounted at period end.

Setting up Bank Transfer

This section overviews the steps required to set up the Bank Transfer feature, including:

- Setting up Profile Options, page 12
- Setting up Payables Options, page 13
- Setting up Discount Distribution Options, page 15
- Defining the Format Program, page 16
- Defining the Payment Format, page 17
- Setting up Your Bank Account, page 19
- Setting up Your Supplier's Bank Account, page 22
- Setting up Supplier/Supplier Site, page 23

Setting up Profile Options

To set up profile options:

1. Specify which character set the Zengin file should be created in. There are two settings:
 - S-JIS
 - or
 - EBCDIC
2. Set the AP Enter Alternate Fields Options to Yes. Kana fields only appear if this option is set to Yes.

Setting up Payables Options

The screenshot shows the 'Payables Options' window with the 'Payment' section selected. The fields are as follows:

Bank Account	WELLSUS-USD
Payment Batch Limit	20000000
EFT User Number	2458793.24
Discount Distribution Method	System Account
Additional Pay Through Days	7

Below these fields is a checkbox for 'Allow Document Category Override' which is unchecked.

The 'Single Payment' section contains:

- Allow Print
- Allow Pre-Date
- Allow Void and Reissue
- Allow Address Change

The 'Multiple Supplier Banks' section contains:

- Use
- Allow Remit-to Account Override

The 'Bank Charges' section contains:

- Use

To set up Payables Options:

1. Navigate to the Payables Options window.
2. Choose the Payment Alternate region.
3. Define your Payables Options.
4. Check the *Use Multiple Supplier Banks* check box in the Multiple Supplier Banks region. Check the *Use Multiple Supplier Banks* check box to make electronic payments to a supplier's multiple bank accounts. This step is required for Zengin.
5. Check the *Allow Remit-to Account Override* check box in the Multiple Supplier Banks region. Check the *Allow Remit-to Account Override* check box to override the remit-to bank account in the Payment Workbench.
6. Check the *Use* check box in the Bank Charges region to enable the Bank Charges feature. The bank charge bearer in the Supplier alternate region becomes required if you check the *Use* check box. This step is required for Zengin.

The screenshot shows the 'Payables Options' window for a 'Supplier' region. The fields are as follows:

- Pay Date Basis: Due
- Terms Date Basis: Invoice
- Pay Group: Manufacturing
- Bank Charge Bearer: Supplier/Negotiated
- Invoice Currency: USD
- Tax Name: (empty)

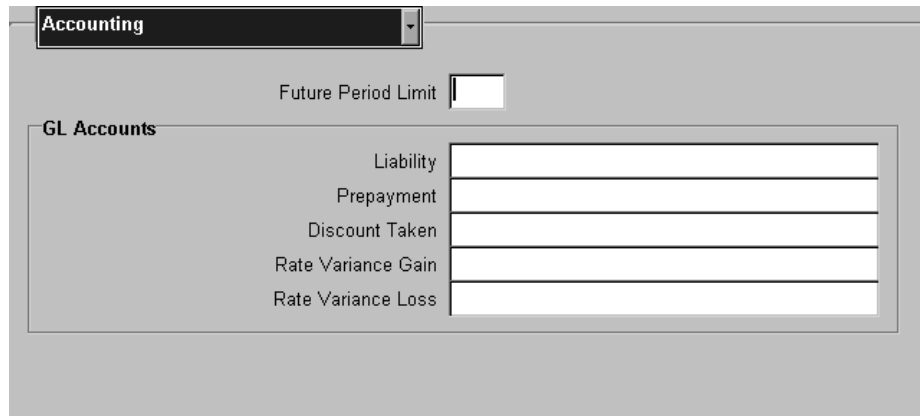
The 'Tax Reporting' section includes:

- Combined Filing Program
- Use Pay Site's Tax Region
- Income Tax Region: (empty)

7. Choose the Supplier Alternate region.
8. Enter the bank charge bearer from the pull-down list. There are three choices:
 - **Internal** - Customer bears bank charges. Customer pays the supplier invoice amount as well as negotiated bank charges.
 - **Supplier/Standard** - Supplier bears bank charges. Customer pays the invoice amount less standard bank charges as well as the negotiated bank charge.
 - **Supplier/Negotiated** - Supplier bears bank charges. Customer pays the invoice amount less negotiated bank charges as well as the negotiated bank charge.

The bank charge bearer is dependent on the *Use* check box in the Bank Charges region of the Payment Alternate region. If the *Use* check box is checked, the bank charge bearer is required; if *Use* is not checked, the Bank Charge Bearer field is grayed out.

Setting up Discount Distribution Options



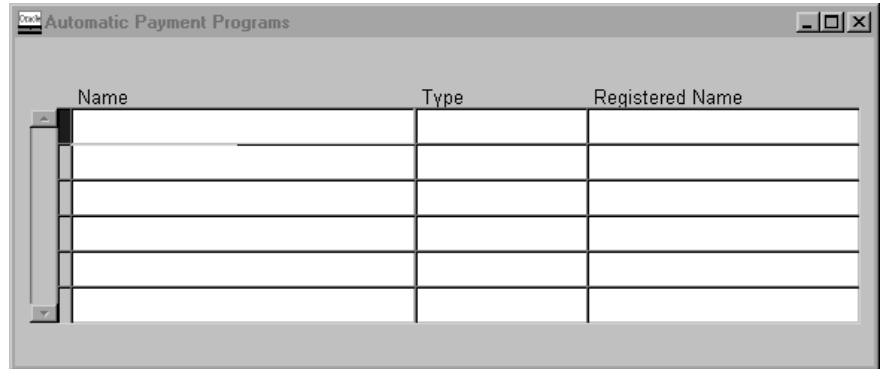
The screenshot shows a software window titled "Accounting". At the top, there is a dropdown menu with "Accounting" selected. Below this, there is a "Future Period Limit" field with a small input box. The main area is titled "GL Accounts" and contains a table with five rows, each with a label and an empty input field:

GL Account Label	Input Field
Liability	
Prepayment	
Discount Taken	
Rate Variance Gain	
Rate Variance Loss	

To set up the discount method - system:

1. Navigate to the Financials Options window.
2. Choose the Accounting Alternate region.
3. Enter the Discount Taken GL Account for:
 - Bank Charge Accrual account (accrual basis)
or
 - Bank Charge Holding account (cash basis)

Defining the Format Program



Follow these steps to verify your Format Program.

To define the Format Program:

1. Navigate to the Automatic Payment Programs window.
2. Define the Format Program:
 - Enter Format Payments in the Type field
 - Enter these names in the Registered Name fields:

For this media...	Enter this value...
Electronic	APTZGF
Paper	APXPBFTR

Note: This setup is required for batch payments and is not required for single payments.

Defining the Payment Format

Payment Format: Japan EFT
Payment Method: Check

Zero Amount Payments Only
 Group by Maturity Date

Currency
 Multiple
 Single JPY

Remittance
 Before Document
 After Document
 None
Number of Invoices: 9999

Programs

Build Payments	Build Payments Program (10.7)
Format Payments	Japanese EFT
Separate Remittance	

Follow these steps to verify your Payment Format.

To define the Payment Format:

1. Navigate to the Payment Formats window.
2. Define the Payment format:
 - Enter a payment format name in the Payment Format field.
 - Choose the payment method in the Payment Method field.
 - Enter the build payments program in the Build Payments field from the list of values.
 - Enter the format program from the list of values in the Format Payments field. These values were defined when you defined the format program.

For Zengin bank transfer request in electronic or paper media, the Payment Method, Build Payments Programs, and Format Payments must be as listed below:

Media	Build Payments Program	Format Payments Program	Payment Method
Electronic Media	Build Payments Program	Format Programs (Zengin Format)	Electronic
Paper Media	Build Payments Program	Format Programs (Bank Transfer Request)	Electronic

See *Defining the Payment Format* on page 17 for more information.

This setup is required for batch payments. Use the standard setting for single payments. For information about setting up single payments, see *Payment Formats* in the Oracle Payables User's Guide.

Setting up Your Bank Account

The screenshot shows a software window titled "Banks" with a tabbed interface. The "Bank" tab is active, showing fields for "Name" (Bank Of Japan), "Alternate Name", and "Number" (123). The "Bank Branch" tab is also visible, showing fields for "Name" (Manhattan), "Alternate Name", "Number" (1234), and "Type". Below these are fields for "Institution" (Bank), "Description", "Inactive After", "EDI ID Number", "EFT Number", and "Swift Code". An "Address" dropdown menu is open, showing fields for "Country" (US), "Address" (123 Flushing Avenue), "City" (Manhattan), "State" (NY), "County", "Postal Code", and "Alternate Address". At the bottom right, there are buttons for "Related Banks" and "Bank Accounts".

To set up your bank account (Remit-from Account)

1. Navigate to the Banks window.
2. Define your Bank/Bank Branch that will be used to transfer funds to the supplier's bank account:
 - Define Bank/Bank Branch Alternate Name with the Zengin Standard Bank/Branch Kana Name.
 - Define Bank/Bank Branch Number with the Zengin Standard Bank/Branch Number. You must set up four numbers for banks and three numbers for branches.

The screenshot shows the 'Bank Accounts' window with the following data:

Bank Name	Bank Of Japan	Branch Name	Manhattan
Bank Accounts			
Name	NY Checking	Alternate Name	
Number	7569876	Account Type	1
Account Use	Internal	Check Digits	
Currency	USD	Inactive Date	
Description			
Account Holder			
Account Holder			
Alternate Account Holder			
EFT Requester ID			

Buttons: Payables Documents, Bank Codes

3. Navigate to the Bank Accounts window.
4. Define the Bank Account that you will use to transfer funds to the supplier's bank account:
 - Enter the account number. You must use seven numbers with right alignment and 0 filling.
 - Enter the account type. You can enter either 1 (ordinary) or 2 (check). The exact value you set up in the Account Type field is printed in the Zengin file output as paper media. If the Zengin file output is electronic media, the format program picks up the first digit of the setup value.
 - In the Account Use field, enter *Internal* from the pull-down list.
5. Choose the Account Holder Alternate region.
6. Define your Account Holder information for your bank account:
 - Enter the Alternate Account Holder.
 - Enter the EFT Requester ID. You must enter 10 numbers with right alignment and 0 filling.

Name	Disbursement Type	Payment Format	Payment Method	Inactive Date
BNY - Chkg 2	Combined	Evergreen Short (Check	
BNY-Checking	Combined	Evergreen Short (Check	
BOJ - EFT	Combined	:FT-BACS	Electronic Payme	

7. Navigate to the Payment Documents window.
8. Define Payment Documents for Oracle Payables Bank Transfer:
 - In the Disbursement Type field, enter either combined or computer generated.
 - In the Payment Format field, enter the payment format defined for Zengin bank transfer. See *Defining the Payment Format* on page 17 for more information.

Setting up Your Supplier's Bank Account

To set up the supplier's bank account (Remit-to Account):

1. Navigate to the Banks window.
2. Define the supplier's Bank/Bank Branch that you will transfer funds to:
 - Define Bank/Bank Branch Alternate Name with the Zengin Standard Bank/Branch Kana Name.
 - Define Bank/Bank Branch Number with the Zengin Standard Bank/Branch Number. You must set up four numbers for banks and three numbers for branches.
3. Navigate to the Bank Accounts window.
4. Define the supplier's bank account that you will transfer funds to:
 - Enter the account number. You must use seven numbers with right alignment and 0 filling.
 - Enter the account type. You can enter either 1 (ordinary) or 2 (check). The exact value that you set up in the Account Type field is printed in the Zengin file output as paper media. If the Zengin file output is electronic media, the format program picks up the first digit of the setup value.
 - In the Account Use field, enter Supplier from the pull-down list.
5. Choose the Account Holder Alternate region.
6. Define the Account Holder information for supplier's bank account by entering the Alternate Account Holder.
7. Choose the Supplier Assignment alternate region.
8. Choose the Supplier and/or Supplier Sites that you would like to associate with the bank account. Designate one primary supplier bank account per currency and per supplier site.

Note: If you haven't yet defined your supplier/supplier sites that you want to associate with this bank account, skip steps 7 and 8 and go to the next section to define your supplier/supplier sites first. You can then assign bank accounts for supplier/supplier sites in the Suppliers window.

Setting up Supplier/Supplier Site

The screenshot shows a software window titled "Suppliers (SOB Z)". The "Supplier Name" field contains "ABC CONSULTING" and the "Number" field contains "7". The "Taxpayer ID" is "1605.6509.1" and the "Tax Registration Number" is "1605.6509". The "Inactive After" field is empty. Below these fields is a "Payment" section with a dropdown arrow. The "Terms" field is set to "IMMEDIATE". To the right of this field are three checkboxes: "Always Take Discount" (unchecked), "Exclude Freight From Discount" (unchecked), and "Allow Interest Invoices" (unchecked). Below "Terms" is the "PayGroup" field, which is empty. To the right of "PayGroup" is a checkbox for "Pay Alone" (unchecked). The "Payment Priority" field contains "99". The "Invoice Currency" field contains "USD". Below these are three dropdown menus: "Terms Date Basis" set to "Invoice", "Pay Date Basis" set to "Due", and "Payment Method" set to "Check". The "Bank Charge Bearer" dropdown menu is open, showing "Supplier/Standard" as the selected option.

1. Navigate to the Suppliers window.
2. Choose the Payment Alternate region.
3. Enter the bank charge bearer from the pull-down list. The bank charge bearer defaults from the Payables Options. There are three choices:
 - Internal
 - Supplier/Standard
 - Supplier/Negotiated

(continued)

Supplier Name: ABC CONSULTING Number: 7

Taxpayer ID: 1605-6509-1 Tax Registration Number: 1605-6509

Inactive After: []

Bank Accounts: [v]

Name	Number	Cur	Primary	Effective Dates	
				From	To

Bank: Name [] Number []

Branch: Name [] Number []

4. Choose the Bank Accounts Alternate region.
5. Enter the supplier's Bank/Branch that you will transfer funds to:
 - Select the supplier bank account that you will transfer funds to.
 - Enter Bank/Branch Number. Use Zengin Standard Bank Branch code.

Bank Accounts

Bank Name: Bank Of Japan Branch Name: Manhattan

Bank Accounts

Name: NY Checking Alternate Name: []

Number: 7569876 Account Type: 1

Account Use: Internal Check Digits: []

Currency: USD Inactive Date: []

Description: []

Account Holder: []

Account Holder: []

Alternate Account Holder: []

EFT Requester ID: []

Payables Documents Bank Codes

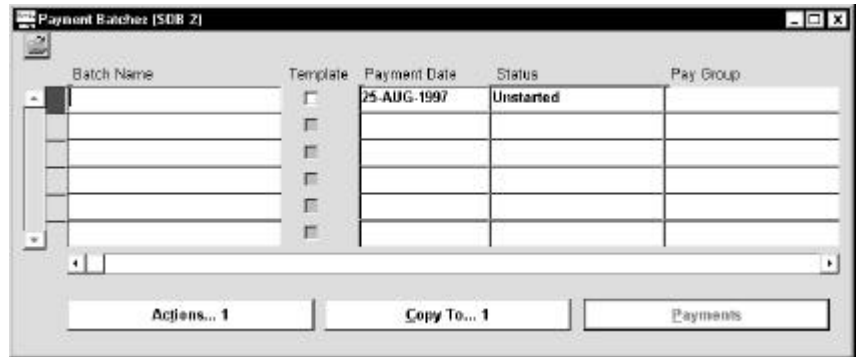
Note: If you have defined your supplier's bank branch and/or bank account before you define your supplier/supplier sites, you can assign bank accounts for suppliers and supplier sites in the Supplier window without navigating to the Bank/Account window. In the Bank Accounts Alternate region in the Supplier/Site window, select the bank accounts that you would like to associate from the list of values.

If you have not defined your supplier's bank branch and/or bank account, click on the box to the left of the Name field in the Suppliers window. The Banks window appears. Define your supplier's bank account and return to the Suppliers window.

Handling Payments

This section overviews how you can handle either batch or single payments.

Handling Batch Payments



How to handle bank charges for batch payments:

1. Navigate to the Payment Batches window.
2. Enter selection criteria for invoices that you want to pay. Use the payment document assigned to the payment format and the payment method that you want to use.
3. Specify the transfer priority. There are three choices from the list of values:
 - Express - quick processing
 - Normal - ordinary processing
 - Any - for either express or normal

Note: The bank charge amount depends on the transfer priority that you choose. You can update this field only if *Use Bank Charges* is checked in the Payables Options window.



4. Navigate to the Payment Batch Actions window.
5. Check Select Invoices.
6. Check Build Payments.
7. Press the OK button.

For EFT payment batches, Oracle Payables chooses the primary supplier bank account for the payment currency during Build Payments. If there are no supplier bank accounts defined for a particular payment currency, Oracle Payables selects but does not pay the corresponding invoices. You will get this error message: *Supplier Bank Account not Defined.*

If the Allow Remit-to Account Override option is checked, you can change the supplier bank account in the Modify Payment Batch window. This remit-to information is used to get the bank charge amount from the Bank Charge Table.

If bank charge bearer is *Supplier*, the Build Payments program calculates bank charges and deducts the amount from the gross transfer request amount. The net transfer request amount is fixed to the full amount of liability less bank charge amount.

Manual journal entries are required for internally-borne bank charges. See *Bank Charge Accounting Upon Payment Report* for more information. AR miscellaneous receipts are used to back out entries to the Bank Charge Accrual account and the Bank Charge Holding account. See *Bank Charge Accounting Upon Notification Report* for more information.

If the Build is successful, you can format and confirm the payment batch.

Handling Single Payments

Supplier Num	Supplier Site	Transfer Priority	Remit-to Account	Paid To Name
15	LA	Express	Remittance Acct	ABC

Actions... 1 View Invoices Enter/Adjust Invoices

How to handle single payments with Manual/Quick:

1. Navigate to the Payments window.
2. Enter payment information:
 - Enter the bank account you want to use
 - Enter the supplier that you will pay
3. Specify the transfer priority and remit-to account.
4. Select the invoice(s) that you will pay.
5. Save the record.

Manual journal entries are required for single payments; manual journal entries are required for both internal and supplier-borne bank charges.

See *Bank Charge Accounting Upon Payment Report* for more information.

Note: Automatic bank charge deduction is not supported for single payments with Manual or Quick. You should manually create journal entries that are required for bank charge deduction with the Bank Charge Accounting Upon Payment report.

Paying Suppliers with Zengin File or Bank Transfer Request Report

This section overviews how to associate payment formats and Zengin formats. See *Zengin File* for more information about Zengin file formatting and *Bank Transfer Request Report* for more information about Bank Transfer Request report formatting.

To pay suppliers with Zengin File or Bank Transfer Request report:

1. Navigate to the Payment Formats window.
2. Associate the payment format program with the payment format.
3. Navigate to the Payment Documents window.
4. Choose the payment format associated with the Zengin format.



See also

Defining and Maintaining Payables Payment Documents,
Oracle Payables User's Guide

Zengin File

Use Zengin File to electronically instruct your bank to transfer funds from your bank account to your supplier's bank account. This table shows the information that is transmitted to the bank.

Record Type	Field Name	Type	Field Length (characters)	Contents	Description
Header Record	Record Identifier	Num	1	1	1:Header Record
	Classification	Num	2	21	21:EFT
	Code Type	Num	1	1	1:EBCDIC/S-JIS
	EFT Requester ID	Num	10	Right alignment with 0 filling	Account holder's information for internal bank account
	Account Holder's Name	Char	40	Left alignment followed by space	Account holder's information for internal bank account
	Transfer Date	Date	4	MMDD	
	Remitting Bank Number	Num	4		
	Remitting Bank Name	Char	15	Left alignment followed by space	
	Remitting Branch Number	Num	3		
	Remitting Branch Name	Char	15	Left alignment followed by space	
	Account Type	Num	1	1 or 2	1: Ordinary 2: Check
	Account Number	Num	7	Right alignment with 0 filling	
	Dummy	Char	17	Space	
			120		
Data Record	Record Identifier	Num	1	2	2: Data Record
	Receiving Bank Number	Num	4		

Record Type	Field Name	Type	Field Length (characters)	Contents	Description
	Receiving Bank Name	Char	15	Left alignment followed by space	
	Receiving Branch Number	Num	3		
	Receiving Branch Name	Char	15	Left alignment followed by space	
	Clearing House Number	Num	4	Space	
	Account Type	Num	1	1 or 2	1: Ordinary 2: Check
	Account Number	Num	7	Right alignment with 0 filling	
	Account Holder Name	Char	30	Left alignment followed by space	Account holder's information for supplier's bank account
	Transfer Amount	Num	10	Right alignment with 0 filling	
	Status	Num	1	0	
	Customer Code	Num	10	Space	
	Customer Code 2	Num	10	Space	
	Transfer Priority	Num	1	7 or 8	7: Express 8: Normal
	Dummy	Char	8	Space	
			120		
Trailer Record	Record Identifier	Num	1	8	8: Trailer Record
	Total Count	Num	6	Right alignment with 0 filling	
	Total Amount	Num	12	Right alignment with 0 filling	
	Dummy	Char	101	Space	
			120		
End Record	Record Identifier	Num	1	9	9: End Record
	Dummy	Char	119	Space	
			120		

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