When a foreign payment order (hereinafter referred to as the payment order/payment) is submitted to the remitter's bank, the remitter shall be liable that the information noted thereon is accurate and agree with the general conditions of the payment order.

### 1. Definitions

**IBAN** – International Bank Account Number  
*Payment Order* is an order given by the remitter to the bank for making the payment according to the conditions specified on the Payment Order.  
*Rmitter's Bank* is the bank who services the remitter and to whom the remitter submits the Payment Order.  
*Rmitter* is the legal or natural person who has given to the Remitter's Bank the order to make the payment under the conditions specified in the Payment Order.  
*Beneficiary* is the legal or natural person to whom the amount specified in the Payment Order shall be transferred.  
*Intermediary* is the bank through which the Payment Order is sent to the Beneficiary's bank.  
*Beneficiary's Bank* is the bank in which the beneficiary's account is located.  
*Banking Day* is a calendar day that is not Saturday, Sunday or a national holiday.  
*Rmitter's Value Date* is the calendar day on which the Remitter's Bank debits the Remitter's account by the amount of the Payment Order and the service charges.  
*Bank's Value Date* is the Banking Day when the right to use the amount of the payment transfers from the Remitter's Bank to the Intermediary.

### 2. Withdrawal of Transfer Instructions

The Remitter has the right to withdraw the Payment Order given to the Remitter's bank provided that the Remitter notifies the Remitter's Bank thereof. The Remitter shall not be able to withdraw the transfer instructions if the Remitter's Bank cannot dispose of the transfer anymore (the Payment Order has been executed and the payment has been sent to the Intermediary or the Beneficiary's Bank).

### 3. Liability of Bank

3.1 The Remitter's Bank shall bear liability for failure to make the transfer or for damage and losses arising from failure to make the transfer in a timely manner, while the Bank's liability shall not exceed 12,500 (twelve thousand five hundred) euros.  
3.3 The Remitter’s Bank shall not bear any liability for the damages caused by the Intermediary's Bank failing to execute the Payment Order or make the transfer in a timely manner if the transfer amount exceeds 75,000 (seventy-five thousand) euros or if the money is to be transferred to the Beneficiary’s Bank located outside the European Union.  
3.4 The Remitter's Bank shall not bear any liability if the Payment Order was not executed because the Remitter gave the Remitter’s Bank incorrect or insufficient instructions or if the Intermediary Bank or the Beneficiary’s Bank chosen by the Remitter failed to execute the Payment Order.

### 4. Force majeure

The Remitter's bank shall not bear any liability for damage and losses caused by *Force majeure*.

### 5. Service Charges

5.1 The Remitter shall pay the service charge for making the payment pursuant to the valid service price list of the Remitter's Bank (hereinafter referred to as the Price List).  
5.2 In case of such payments where the Remitter also pays the service charges of foreign banks and the service charge paid by the Remitter to the Remitter's Bank does not cover the service charges related to making the payment in foreign banks, the Remitter's Bank has the right to later debit such charges from any of the Remitter's accounts.  
5.3 The Remitter shall pay the Remitter's Bank for inquiries, amendments and confirmations related to the Payment Order according to the Price List of the Bank. The Remitter's Bank has the right to debit the said charges from the Remitter's account.

### 6. Exchange Rates

6.1 The currency necessary for execution of the Payment Order shall be sold to the Remitter pursuant to the Remitter’s Bank’s transfer rate effective at the time of making the payment.  
6.2 If the amount specified in the Payment Order is returned by the foreign bank (e.g. inaccurate information, Beneficiary's account closed, etc.), the returned amount shall be transferred back to the Remitter according to the conditions established with regard to the Remitter's account and the currently valid transfer purchase rate of the Remitter's Bank. The service charge for making the payment shall not be returned.

### 7. Other Conditions
7.1 The standard bank account terms concluded between the Remitter's Bank and the Remitter and the General Conditions of the Remitter’s Bank shall apply in all other respects.

7.2 By giving the order to the Remitter’s Bank the Remitter confirms that he or she has received detailed information about the terms of execution of the Payment Order and understands them.

8. Instructions for Filling out the Payment Order Form

The Payment Order must be and filled out in English in capital letters. In case of RUB payments, the Payment Order must be filled out in Russian using Latin letters.

The following information must be entered in the sections of the Payment Order form:

- **Date** - the date when the payment order was submitted to the Bank;
- **No.** - the number of the payment order;
- **Operation No.** - the unique number that identifies the payment (filled out by a bank employee);
- **Beneficiary’s Name** – the full name of the Beneficiary must be entered (with the INN code in case of RUB payments as well);
- **Beneficiary’s address** - full address of the Beneficiary;
- **Beneficiary’s account No. or IBAN** - the number of the Beneficiary's account in the Beneficiary’s Bank;
- **Beneficiary’s Bank (name, address, SWIFT/BIC, BLZ, Sort Code, ABA, FW or other codes, corresponding account numbers)** – precise and full name (preferably without abbreviations) and address (at least city and state) of the Beneficiary's Bank and known additional information about the corresponding account number and bank codes – SWIFT/BIC code, BLZ (Germany), Sort Code (England) ABA or FW (USA);
- **Intermediary (name, address, SWIFT/BIC, BLZ, Sort Code, ABA, FW, or other codes)** – precise and full name (preferably without abbreviations) and address (at least city and state) of the Correspondent Bank and Intermediary Bank of the Beneficiary’s Bank. Additional information about bank codes - SWIFT code, BLZ (Germany), Sort Code (England), ABA or FW (USA).

The form shall be filled out if the relevant information exists.

- **Details of payment** – explanatory information about the content of the payment, the remitter and the beneficiary.

The maximum length of the details is 140 characters, longer text shall not be forwarded.

The given information shall be sent potentially without any changes and it shall not be translated.

- **Currency code** – code of the currency of the payment (according to the ISO standard);
- **Amount in numbers and words** – amount of the payment in numbers and words;
- **Remitter's name** – full name of the Remitter;
- **Remitter's account No.** – number of the Remitter's account from where the payment is made;
- **Remitter's reg. No./registry code or ID code** – the registration number or registry code of a legal person or the ID code of a natural person;
- **Remitter's address and telephone No.** – the Remitter's address and contact telephone;
- **To be paid** – the currency from which the payment shall be made is defined;

**Type of payment** – it is defined whether the payment is a normal, urgent or express payment:
- The Bank's Value Date in case of normal payments is T*+2;
- The Bank's Value Date in case of urgent payments is T*+1, if the payment has been submitted to the Bank before noon (14:00) on the Banking Day, urgent payments in USD and EUR can be made until 15:00.
- The Bank's Value Date in case of express payments is T*+0, if the payment has been submitted to the Bank before noon (14:00) on the Banking Day;

T* - the Banking Day of debiting the Remitter's account.

- **Charges will be paid by** – it is defined who shall pay the service charges of the Remitter’s Bank and foreign banks (Intermediary Bank(s) and the Beneficiary's Bank).

- In case of a payment where costs are **Shared**, the Remitter shall pay the service charges of Swedbank and the Beneficiary shall pay the service charges of all other banks. The Remitter’s Bank shall forward such a payment message, writing “SHA” in the payment field, i.e. the service charges of the foreign banks shall be subtracted from the amount of payment transferred to the Beneficiary's account.

- In case of a payment at the **Remitter's cost**, the Remitter shall pay the service charges of both Swedbank and the foreign banks. The Remitter's Bank shall forward such a payment message, writing "OUR" in the payment field, i.e. the payment amount must be paid to the Beneficiary without debiting any service charges therefrom.

The Remitter's Bank shall not be liable if the Correspondent Bank(s) or the Beneficiary's Bank do not observe the instructions or the Payment Order fails to arrive at the Beneficiary's account as a full amount due to any other reason independent of the Remitter's Bank.

- **Balance of payment code and Beneficiary’s country** – code characterising the payment.
according to the classification of the Bank of Estonia (see Information on Balance of Payment issued by the Bank of Estonia) and the Beneficiary's country.