

Import Payment Request (NAB DE – JSON)

PURPOSE

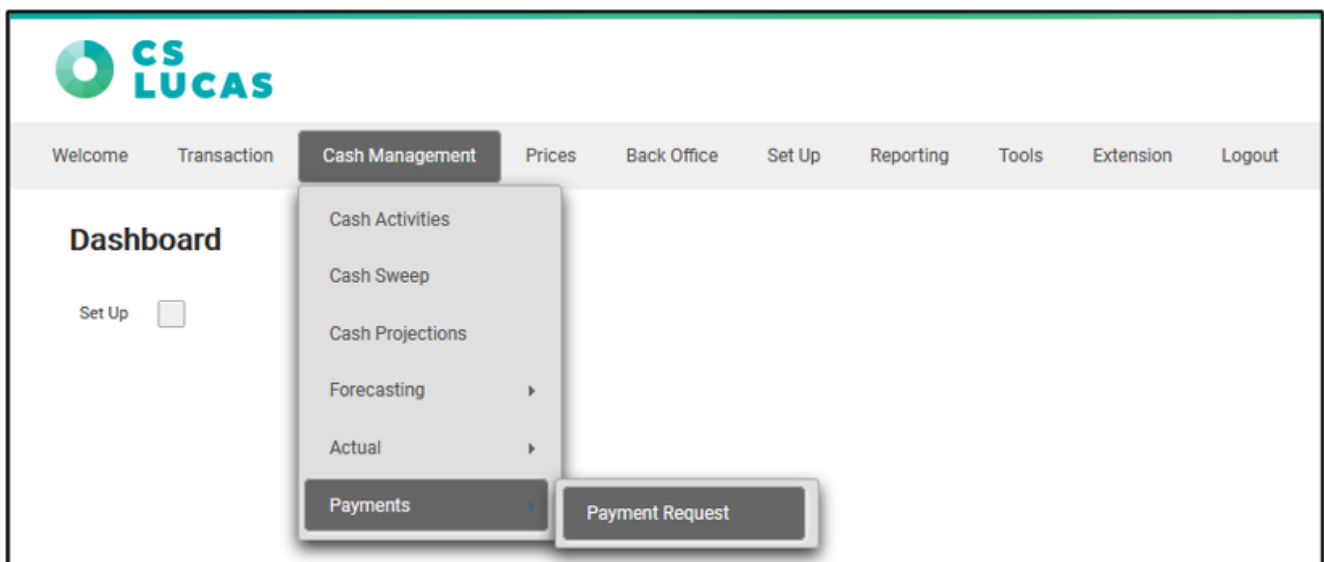
This document shows the procedure on how to import payment request to be sent to National Bank of Australia using a well-formed payment request file in JSON format. These instructions are specific for the Direct Entry Payment Type.

WHY IS THIS IMPORTANT

This allows user to import high volume of payment request to NAB DE payment type using a JSON file format.

PROCEDURE

1. From the menu, select Cash Management > Payments > Payment Request.



Tip: If you do not see the Payment Request in the menu navigation, please ensure that you have the access rights to access this screen. Access rights required is 19400 Access Payment Request.

2. The Payment Request screen will be displayed.

Payment Request

Acct Cntr* VDate Fr* VDate To Status Amount exceed


Submitted? ▾	Batch ID ▾	Acct Cntr ▾	VDate ▾	Our SSI ▾	Amount ▾	Items ▾	Validation ▾
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

No records found.

- Missing mandatory fields for the payment type.

Payment Type	Mandatory Fields
PT_NAB_DE	Payor SSI, BENE SSI Account No, BENE SSI Account Name, BENE BSB No, VDate, Amount, Narrative, FILE URL.

- Missing payment type
- Invalid payor SSI

6. Click  to return to Payment Request listing screen. You will see a new payment batch record created.

Payment Request

Acct Cntr* TFS-SG
VDate Fr* 19/09/2019
VDate To* 19/09/2019
Status

Refresh
New
Duplicate
Delete
Import PRF

	Submitted? ⇅	Batch ID ⇅	Acct Cntr ⇅	VDate ⇅	Our SSI ⇅	Amount ⇅	Items ⇅	
<input type="checkbox"/>	N	PRB100027.00	TFS-SG	19 Sep 2019	TFS-NAB-AUD-999	47,225.48	10	

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7. Click on Batch ID to drill down to see the payment batch details imported.

Payment Request

Batch ID: PRB100027.00 [View](#)
 VDate*: 19/09/2019
 Acct Cntr*: TFS-SG
 Pay From SSI*: TFS-NAB-AUD-999
 Payment Type*: NAB-DE
 Total to Pay: AUD 47,225.48 ☒

Remarks by Requester:

Remarks:

☐ Show Settle Ccy & Amount

	Ccy	Amount	Payment Narrative	Beneficiary SSI
+	AUD	3,320.53	Invoice #981357451	Ad Hoc; Bene BSB Number:641121; Bene Account Number:94955408; Bene Account Name:Caltex Australia
-	AUD	5,878.86	Invoice #865960533	Ad Hoc; Bene BSB Number:949524; Bene Account Number:15725516; Bene Account Name:Origin Energy
-	AUD	5,999.76	Invoice #282010630	Ad Hoc; Bene BSB Number:157170; Bene Account Number:72154537; Bene Account Name:Santos Limited
-	AUD	7,596.62	Invoice #118769288	Ad Hoc; Bene BSB Number:479385; Bene Account Number:61940716; Bene Account Name:Woodside Petroleum
-	AUD	1,466.36	Invoice #262795315	Ad Hoc; Bene BSB Number:401999; Bene Account Number:66211329; Bene Account Name:Cochlear Limited
-	AUD	2,385.80	Invoice #731200676	Ad Hoc; Bene BSB Number:897166; Bene Account Number:32928387; Bene Account Name:CSL Limited
-	AUD	6,916.19	Invoice #117124557	Ad Hoc; Bene BSB Number:775094; Bene Account Number:32323544; Bene Account Name:Ramsay Health Care
-	AUD	5,918.57	Invoice #283781259	Ad Hoc; Bene BSB Number:117591; Bene Account Number:19633810; Bene Account Name:Sonic Healthcare
-	AUD	4,343.32	Invoice #491013723	Ad Hoc; Bene BSB Number:292527; Bene Account Number:95681645; Bene Account Name:Aurizon Holdings Limited
-	AUD	3,399.47	Invoice #231775775	Ad Hoc; Bene BSB Number:681207; Bene Account Number:53992520; Bene Account Name:Brambles Limited

8. Audit log of the payment request created, user and timestamp is logged under Change History. To view that, click History.

9. You can still amend the payment request file imported if it has not submitted for payment processing. See [Amend Payment Request](#) for more details.

10. Check that the payment request details are correct before submit for payment processing. You can view the original client payment instruction by clicking the View hyperlink if this information is available in the payment request file imported.

Payment Request

Batch ID: PRB100027.00

VDate*: 19/09/2019

Acct Cntr*: TFS-SG

Pay From SSI*: TFS-NAB-AUD-999

11. Once checked everything is ok, click Submit to submit for payment processing. For more details on payment processing, see [Settlement Control](#).

12. You will be returned to Payment Request listing screen. Submitted payment request will not have an “N” under “Submitted?” column.

Payment Request

Acct Cntr*: TFS-SG
VDate Fr*: 19/09/2019
VDate To*: 19/09/2019
Status:

	Submitted? ▾	Batch ID ▾	Acct Cntr ▾	VDate ▾	Our SSI ▾	Amount ▾	Items ▾	
<input type="checkbox"/>		PRB100027.00	TFS-SG	19 Sep 2019	TFS-NAB-AUD-999	47,225.48	10	

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FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Payment Request](#)

[Amend Payment Request](#)

[Submit Payment Request](#)

[Settlement Control](#)

CHANGE HISTORY

Date	By	Changes
19-Sep-2019	TS	Created.
4-Oct-2019	TS	Updated instruction in step 5.