



FIN Configuration Update form

Ref: NW-FIN-CU

BIC8:

Please make sure you use the latest version of this form. Failure to do so may result in delays/impossibility to process your order. Please consult with your SWIFT Service Manager or Sales account manager for the latest available version of this form.

Note: To prevent the automatic conversion of the first character of data entered in tables within this form, you should turn off this feature within the Word AutoCorrect function.

To do this, click Tools at the top of your Microsoft Word screen, and then AutoCorrect... Deselect Capitalize first letter of sentences (or table cells under Windows XP).

Help: Additional help is available as endnotes for certain fields. If you see a superscript number, hold your cursor over the number and the help will appear on the screen.

If the help does not appear, click Tools at the top of your Microsoft Word screen, and then Options... Select the View tab, and in the Show category click Screen Tips.

Section 1 Customer Information

Q.1.1	Customer Order Reference:
Q.1.2	Full legal name of the Customer ^[1] :
Q.1.3	BIC8 ^[2] :

Section 2 FIN Configuration Data

Q.2.1	If you use this form to request a change to a Destination or a Synonym , specify the change requested:
	<ul style="list-style-type: none">○ Change a Synonym into a Destination :○ Change a Destination into a Synonym^[5]: Master Destination (BIC8) :

Section 3 Authorised Signature

Data Protection: by returning this form, you acknowledge and agree that SWIFT reserves the right to process personal data (e.g., contact details) for the purposes for which this form is designed and, more generally, in connection with the provision or use of the SWIFT services and products or SWIFT governance. As appropriate, SWIFT may share such personal data with other SWIFT offices, or SWIFT subcontractors, agents or Partners, located in or outside the EU (for more information, consult www.swift.com). Each person concerned has the right to request SWIFT in writing at the address specified in this form to (i) consult and, if necessary, correct its personal data, and (ii) stop using its personal data for direct marketing. If the personal data is not supplied by the person concerned, the Customer is responsible for notifying



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that person of the terms of this statement and ensuring that such personal data is collected and supplied, for the purposes above, in accordance with all applicable laws and regulations and without infringing any third-party rights.

When you have completed this form, sign it and send both the signed form and the electronic version to SWIFT End-to-End Ordering at End-to-End.Ordering@swift.com

The Undersigned declares to have full capacity and authority to complete this form for and on behalf of the Customer.

Name^[7]	
Job Title	
Signature	
Date^[8]	

Additional Notes *(You can omit these notes from the copy you sign and return to SWIFT).*

^[1] In the case of SWIFT Users, each SWIFT User (that is, each Member, Sub-member or Participant) must complete separate forms.

^[2] If you are a SWIFT Partner or a Service Bureau, enter your PIC.

^[5] If applicable, use the *SWIFTNet Owned to Shared Form* to request the termination of your current owned connection.

^[7] If your institution requires two signatures on documents such as this, give both names and job titles here. Both signatories must sign in the box below.

^[8] Enter the date in the format YYYY-MM-DD, for example 2009-07-31.