



Bank User Manual

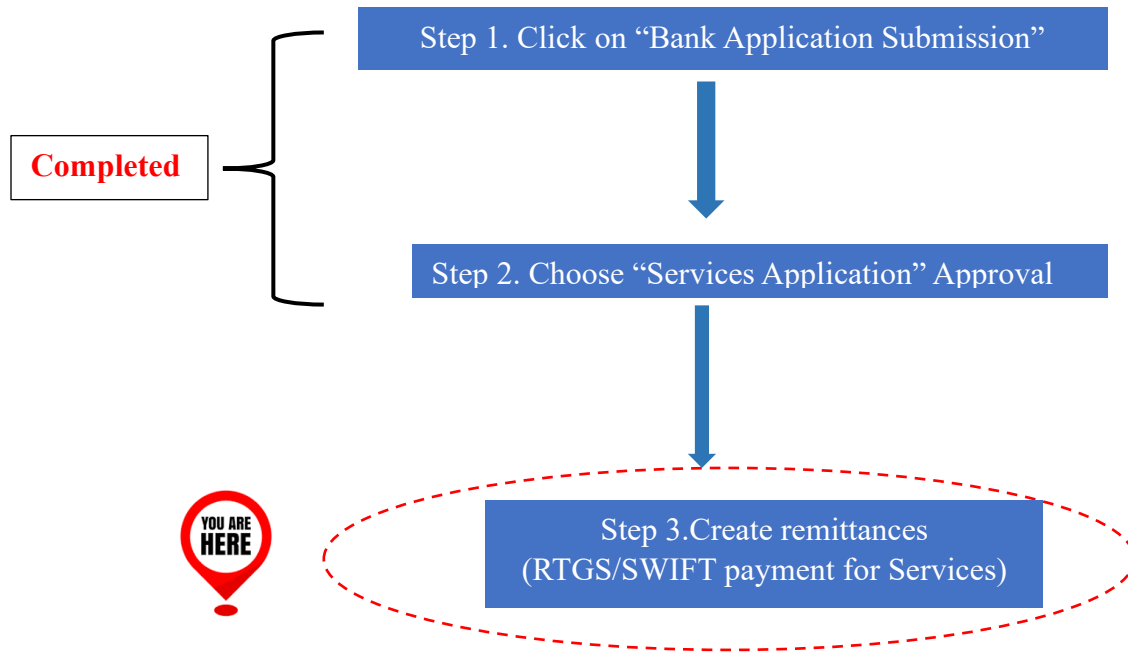
4. Creating Remittances (RTGS/SWIFT) Payments for Services Import

(Applicant will visit bank to submit filled hard copy “**remittance form**” for fund transfer)

Version 2.0

July 2024

Fig 1. Bank application process for REMITTANCE CREATION for services(payments)



Remittance creation process by bank is same for both goods & services.

1. Click on “Remittance (Services) as shown below
2. Choose “Search Remittance” & enter the “bank application reference number(2023SLOC00000080)” in the space below to search.

The bank application reference number will be indicated in the hard copy remit form submitted by an applicant which will be filtered by entering in the system as shown below.

3. Click on the green highlighted shown below to check all details like header, supporting documents & summary entered by the applicant which will appear like in the 2nd image below.
4. Upon verification of all details, copy **bank application reference number** from the system (shown in 2nd image below), and go to “Create Remittance” and past there under “bank application reference number”
5. Some information will be auto filled. Kindly fill up all other required information and finally submit the applications.
6. With this, remittance is created for the services.
7. Finally, Debit from CBS or bank’s own system (Outside BTFN system)

Language : English

Dashboard > Search Remittance 12/07/2024 0

REMITTANCE LIST Total records(s):1

2023SLOC00000080

Sl No	Bank Application Remit...	Bank Application Refer...	Bank	Bank Branch	Remittance Status	Ac...
1	2023RM00002763	2023SLOC00000080	HDFC BANK	BoBL	Approved	

Following details will be generated after clicking on the selected application sl No 1 above.

Language : English

Dashboard > Search Remittance > Search Remittance

Header Supporting Documents Approval History Summary

Bank Application Remittance Reference No : 2023RM00002763

Bank Branch : BoBL

Bank Reference No : --

Remitting Officer : --

Currency : --

Bank Application Reference No : 2023SLOC00000080

Mode Of Payment : --

Remittance Date : --

Amount Remitted : --

Remarks : --

Remittance creation process by bank is same for both goods & services.

END