



Batch Wires

Transmission Toolkit

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This publication is designed to provide accurate information about the subject matter covered. Please be aware that changes to the information may occur after the publication date.

Overview

- Batch Wire Transfer transmissions enable you to transmit transaction information generated from your internal systems to KeyBank's wire platform.
- Batches can contain multiple wire types including domestic, international, and internal wires and even drawdowns.
- The wire transfer instructions are reviewed and released within minutes after receipt of the file.
- The system also provides an electronic confirmation which can be utilized to automatically update your accounting systems.
- The Batch Wire Service can easily accommodate large volumes of wires initiated multiple times per day or week.
- A sample batch is included at the end of this document for your reference.

Batch Wire Formats

Batch Header Record

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Contains *AMT	*AMT
Reserved	05-10	PIC X(6)	Spaces	Spaces
Batch_ID	11--20	PIC X(10)	Uniquely identifies each batch sent to the back-end wire application. The format of this field is up to the client, but we recommend including the source, date, and sequence number. The source is a three-character field assigned by Key Technology Services.	<source><julien date><Batch_Sequence>
Date_Time	21-32	PIC 9(12)	YYMMDDHHMMSS	Example: 020719095117
Batch_Sequence	33-36	PIC 9(4)	Batch sequence within the current day. This number is reset to 0001 every morning and each incremental batch increases this value by 1. Used to control duplicate batches. Batches released out of order require intervention by Key's wire room	Example: 0001, 0002, 0003, etc...
Reserved	37-44	PIC X(8)	Spaces	Spaces
Bank	45-47	PIC X(3)	Key affiliate where the account is housed; Will be provided by Key Bank if needed	Spaces unless instructed by KeyBank to use another value
Reserved	48-55	PIC X(8)	Spaces	Spaces
Comment	56-80	PIC X(25)	Text comment.	Example: ABC Company Batch Wires

Funds Transfer Header Record 1

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Contains *FTR.	*FTR
Batch_Sequence	05-08	PIC 9(4)	This field must match the value in the batch header record, positions 33-36. This number is reset to 0001 every morning and each incremental batch increases by 1. Used to control duplicate batches.	Example: 0001, 0002, 0003, etc...
Item_Sequence	09-14	PIC 9(6)	Sequence number of each transaction within this batch. Starts at 000001 and each transaction increases by 1.	000001, 000002, 000003, etc.
System_Ref	15-30	PIC X(16)	System Reference number that uniquely identifies this transaction. This information stays with the transaction history and is displayed in all inquiries, delivery confirmations, or debit confirmations. The format is completely up to the client. Key Bank recommends that the client populate this field with the batch_id from the batch header record appended by the item_sequence number in this record.	<source> <julian date> <batch_sequence> <Item_Sequence> Example: ABC2000001000001
Reserved	31-34	PIC X(4)	Reserved	Spaces
Type	35-36	PIC X(2)	NR	"NR"
FX_flag	37	PIC X(1)	T if foreign currency, else F if US dollars	"F" or "T"
Currency_Code	38-40	PIC X(3)	Currency ISO value if the client is sending a wire overseas where the beneficiary will be paid in a foreign currency. Spaces default to US dollars. Currencies are limited to those traded by KeyBank.	Spaces, USD, or ISO currency code

Reserved	41-43	PIC X(3)	Spaces	Spaces
Amount	44-58	PIC 9(12).99	The amount of the transaction in the selected currency.	Example: 000000000101.00 (15 digits including decimal)
Reserved	59	PIC X(1)	Spaces	Spaces
Field Name	Position	Size	Description	Value for <Batch Name>
Tran_Type	60-62	PIC X(3)	Transaction type: blank (defaults to FTR), FTR=funds transfer, DRB=drawdown bank, DRC=drawdown customer.	FTR for a payment or DRC for a drawdown
Reserved	63	PIC X(1)	Map requires N	N
Flag1	64	PIC X(1)	Reserved by vendor	Space
Reserved	65	PIC X(1)	Space	Space
Reserved	66	PIC X(1)	Reserved by vendor	Space
Reserved	67-75	PIC X(9)	Spaces	Spaces
Bank	76-78	PIC X(3)	Identity of the bank that will process the transfer, this will be assigned by KeyBank and the client will be advised what value to place in this field.	Example: 090, 042, 018, 056
Reserved	79	PIC X(1)	Map requires N	N
Reserved	80	PIC X(1)	Map requires N	N

Funds Transfer Header Record 2

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Second FTR header record. This record is optional but is required if the client is releasing a wire on a future date.	2FTR Wires can be future dated up to 17 days.
Reverse_Flag	5	PIC X(1)	Reserved for future use. Must contain a space.	Space
Create_Date	06-11	PIC 9(6)	The date that the transaction was created. YYMMDD format. It may be prior to the current date. Defaults to current date.	Example: 070919 or spaces. KeyBank recommends that clients use spaces in this field.
Release_Date	12-17	PIC 9(6)	The date on which the wire is to be sent. YYMMDD format. It may not be before the current date but may be a future date for type FTR (funds transfer). Defaults to current date.	Example: 070919 or Spaces. KeyBank recommends that clients use Spaces for this field unless the transaction is to be future dated.
Reserved	18-23	PIC 9(6)	Spaces	Spaces
Reserved	24-26	PIC X(3)	Spaces	Spaces
Line_Sheet_No	27-34	PIC X(8)	Spaces	Spaces
Reserved	35-37	PIC X(3)	Spaces	Spaces
Reserved	38-47	PIC X(10)	Spaces	Spaces
Reserved	48-50	PIC X(3)	Spaces	Spaces
Reserved	51-60	PIC X(10)	Spaces	Spaces
Reserved	61-63	PIC X(3)	Spaces	Spaces
Reserved	64-79	PIC 9(16)	Spaces	Spaces
Reserved	80	PIC X(1)	Space	Space

Funds Transfer Text Records

Field Name	Position	Size	Description	Value for <Batch Name>
Originator (ORG):			Generally, this field is not used for payments (type FTR). It is used when the batch sender is sending the payment on behalf of another party. The Originator record contains the information of that party. All of the ORG lines are optional, except the originator ID and originator name lines are required for drawdowns (DRB or DRC).	
subrecord 1 , ORG ID			The ORG ID line is a required line for drawdowns.	
Reserved	1	PIC X(1)	Control character contains a space.	Space
field_tag	2--5	PIC X(4)	Contains ORG= , required for drawdowns.	"ORG="
idtype	6	PIC X(1)	Space, required for drawdown	Space
delimiter	7	PIC X(1)	Required for drawdown	"/"
id	8--31	PIC X(24)	Originator ID. For a drawdown, this is the account to be debited by the bank receiving the drawdown request and it is a required field.	
subrecord 2, ORG name			The ORG name line is required for a drawdown request.	
Reserved	1	PIC X(1)	Control character, contains a space, required if originator name is specified	Space
Reserved	2	PIC X(1)	Hyphen, required if originator name is specified	"-"
name	3--37	PIC X(35)	Originator name, this is the name on the account to be debited by the bank receiving the drawdown request and it is a required field.	
subrecord 3, org address1			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"-"
address-1	3--37	PIC X(35)	Originator address, line 1	

subrecord 4, org address 2			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
address-2	3--37	PIC X(35)	Originator address, line 2	
subrecord 5, org address3			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
address-3	3 - 37	PIC X(35)	Originator address, line 3	

Field Name	Position	Size	Description	Value for <Batch Name>
Bank's Originating Instructions (OBI)				
subrecord 1			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
field_tag	2--5	PIC X(4)	Contains OBI=	"OBI="
instructions	6--40	PIC X(35)	obi instructions, line 1	
subrecord 2			Optional line	

Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	obi instructions, line 2	
subrecord 3			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	obi instructions, line 3	
subrecord 4			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	obi instructions, line 4	

Field Name	Position	Size	Description	Value for <Batch Name>
Debit party (DBT)			Required	

subrecord 1			Required line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
field_tag	2--5	PIC X(4)	Contains DBT=	"DBT="
idtype	6	PIC X(1)	"D" or Space	
delimiter	7	PIC X(1)	Slash	"/"
id	8--31	PIC X(24)	Debit Party ID; For a fed transfer payment (FTR), this is the account owned by the client that will be debited. For a drawdown (DRB or DRC), this is the client's master account.	
subrecord 2			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
name	3--37	PIC X(35)	Debit party name	Spaces
subrecord 3			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
address-1	3--37	PIC X(35)	Debit party address, line 1	Spaces
subrecord 4			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
address-2	3--37	PIC X(35)	Debit party address, line 2	Spaces
subrecord 5			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"

address-3	3--37	PIC X(35)	Debit party address, line 3	Spaces

Field Name	Position	Size	Description	Value for <Batch Name>
Bank to Bank Instructions (BBI)			Optional	
subrecord 1			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
field_tag	2--5	PIC X(4)	Contains BBI=	"BBI="
instructions	6--40	PIC X(35)	bbi instructions, line 1	
subrecord 2			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	bbi instructions, line 2	
subrecord 3			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	bbi instructions, line 3	
subrecord 4			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"

instructions	3--37	PIC X(35)	bbi instructions, line 4	
subrecord 5			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	bbi instructions, line 5	
subrecord 6			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	Space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3--37	PIC X(35)	bbi instructions, line 6	

Field Name	Position	Size	Description	Value for <Batch Name>
Intermediary Bank			Optional: This field is not used for most wire transfers, usually the beneficiary and beneficiary bank are the only parties required. These are described below. There may be instructions to route a wire transfer through an intermediary party. The IBK is used to define that party. IBK may be specified twice if two routing banks are involved in the transfer. An IBK is not allowed for drawdowns.	
subrecord 1			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
field_tag	02-05	PIC X(4)	Contains IBK=	"IBK="
idtype	6	PIC X(1)	A =fedwire routing aba number, S =SWIFT address 8 or 11 characters	Spaces
delimiter	7	PIC X(1)	Slash	"/"

id	8 - 71	PIC X(64)	Intermediary bank ID; must be appropriate for the IDTYPE specified. All of our SWIFT reimbursement paths are built to belong to our bank number 001. All SWIFT IDs should be prefaced with "001:" for best straight-thru processing results	
subrecord 2			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
name	3 - 37	PIC X(35)	Intermediary bank name	
subrecord 3			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
address	3 - 37	PIC X(35)	Intermediary bank address 1	
subrecord 4			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
Address	3 - 37	PIC X(35)	Intermediary bank address 2	
subrecord 5			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
Address	3 - 37	PIC X(35)	Intermediary bank address 3	

Field Name	Position	Size	Description	Value for <Batch Name>
Beneficiary's Bank			Optional unless IBK is present. If there is no BBK field present, the wire is a book transfer and the beneficiary account is at Key. If the transaction is a funds transfer (FTR) this is the bank that will receive the funds to credit to the beneficiary. If this is a drawdown, this is the bank that has the account specified in the ORG lines to be debited.	
subrecord 1			Required line, in most cases.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
field_tag	02-05	PIC X(4)	Contains BBK=	"BBK="
idtype	6	PIC X(1)	A =Fedwire routing aba number, S =SWIFT address 8 or 11 characters.	Spaces
delimiter	7	PIC X(1)	Slash	"/"
id	08-31	PIC X(24)	Beneficiary's bank ABA or SWIFT ID. If the ID is not known, this field may be spaces if the following BBK name field is populated.	
subrecord 2			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
name	3 - 37	PIC X(35)	Beneficiary's bank name	
subrecord 3			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
address	3 - 37	PIC X(35)	Beneficiary's bank address 1	
subrecord 4			Optional line.	
Reserved	1	PIC X(1)	Control character, contains a space	blank

Reserved	2	PIC X(1)	Hyphen	"_"
address	3 - 37	PIC X(35)	Beneficiary's bank address 2	
subrecord 5				
Reserved	1	PIC X(1)	Control character, contains a space	blank
Reserved	2	PIC X(1)	Hyphen	"_"
address	3 - 37	PIC X(35)	Beneficiary's bank address 3	

Field Name	Position	Size	Description	Value for <Batch Name>
Beneficiary Party			Generally required. For a fed transfer payment, this is the account on the beneficiary bank that will receive the funds. If this is a drawdown, this is the client's KeyBank account that will receive the funds.	
subrecord 1				
Reserved	1	PIC X(1)	Control character, contains a space	space
field_tag	02-05	PIC X(4)	Contains BNF=	"BNF="
bnf_id	6 - 71	PIC X(66)	Beneficiary account id; This is the account number of the beneficiary.	
subrecord 2				
Reserved	1	PIC X(1)	Control character, contains a space	space
Reserved	2	PIC X(1)	Hyphen	"_"
name	3 - 37	PIC X(35)	Beneficiary name	
subrecord 3				
			Optional line	

Reserved	1	PIC X(1)	Control character, contains a space	space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3 - 37	PIC X(35)	Beneficiary address line 1	
subrecord 4			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3 - 37	PIC X(35)	Beneficiary address line 2	
subrecord 5			Optional line	
Reserved	1	PIC X(1)	Control character, contains a space	space
Reserved	2	PIC X(1)	Hyphen	"_"
instructions	3 - 37	PIC X(35)	Beneficiary address line 3	

Funds Transfer Trailer Record

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Contains /FTR	/FTR
Batch_Sequence	05-08	PIC 9(4)	In batch mode, must match the value in the batch header.	Example: 0001, 0002, 0003, etc...
Item_Sequence	09-14	PIC 9(6)	In batch mode, sequence within each batch starts at 000001. This must match the item_sequence number in the batch header.	Use FTR_Item_Sequence number from FTR Header 1 record.
FTR_System_Ref	15-30	PIC X(16)	This must match the ftr_system_ref in the batch header.	Use FTR_system_ref from FTR Header 1 record.

Batch Trailer Record 1

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Contains /AMT	/AMT
Reserved	05-10	PIC X(6)	Spaces.	Must match Batch Header.
Batch_ID	11-20	PIC X(10)	Assigned by the transmitting system.	Must match the batch_id field in the batch header.
Date_Time	21-32	PIC 9(12)	YYMMDDHHMMSS	Must match the date_time field in the batch header.
Batch_Sequence	33-36	PIC 9(4)	Batch sequence within the current day. Must be sequential.	Must match the batch_sequence field in the batch header.
Transfer_Total	37-51	PIC 9(12).99	Total amount for all funds transfers, securities transfers, and memo posts.	Example: 100000000000.00 (15 digits including decimal)
Transfer_Count	52-56	PIC 9(5)	Number of funds transfers and memo posts in the batch.	Should be able to use item_sequence count in FTR Trailer record.
Testkey	57-72	PIC 9(16)	Computed testkey for the batch.	Spaces

Batch Trailer Record 2

Field Name	Position	Size	Description	Value for <Batch Name>
Record_Type	01-04	PIC X(4)	Contains /AMT	2AMT

Ant_Total	05-19	PIC 9(12).99	Amount of total anticipations	Spaces
Ant_Count	20-24	PIC 9(5)	Number of anticipations and securities anticipations in the batch. May also contain item count when using *CUR Currency update records	Spaces
Adv_Total	25-39	PIC 9(12).99	Amount total for advices	Spaces
Adv_Count	40-44	PIC 9(5)	Number of advices in batch.	Spaces
Adm_Total	45-59	PIC 9(12).99	Amount total for administrative messages.	Spaces
Adm_Count	60-64	PIC 9(5)	Number of administrative messages in the batch.	Spaces

Sample Batch

Data	Description
*AMT ABC07100020403111330190001	Batch header
*FTR000100000162519196 NRF 000000050000.00 FTR	Payment, non-repetitive
2FTR	
OBI=Payment to Invoice 123	
DBT=D/123456789012	
BBK=A/021000089	
-CITI	
BNF=11111111	
-Company XYZ	
/FTR0001000001	
*FTR000100000332730081 NRF 000000015000.00 DRC	Drawdown, non-repetitive

2FTR	
ORG=D/12345687	
- ABC COMPANY ACCOUNT	Account at another FI
DBT=D/123456789012	
BBK=A/042000424	
-PROVIDENT	
BNF=123456789012	
- XYZ COMPANY CLEARING ACCOUNT	Account name at KeyBank
/FTR0001000003	
Data	Description
DBT=D/123456789012	
/FTR0001000005	
*FTR0001000006 NRFUSD 000000000001.00 FTR	SWIFT transaction
2FTR 050207050207050208SWF	Send today, value date tomorrow
DBT=D/1122334455	
BBK=S/BKCHCNBJ	
BNF=D/31321321	
-Bob the builder	
-Shanghai, China	
/FTR0001000006	
*FTR0001000007 NRFUSD 000000000002.00 FTR	SWIFT transaction, multiple credit parties

2FTR 050207050207050208SWF	Send today, value date tomorrow
DBT=D/1122334455	
BBK=S/BKCHCNBJ	
BNF=D/31321321	
-Bob the builder	
-Shanghai, China	
/FTR0001000007	
/AMT ABC07100020403111330190001000000410201.2800007	Batch trailers
2AMT	Both records are required