|  |  |  |  |
| --- | --- | --- | --- |
|  | Norwegian University of Science and Technology  HR and HSE Division  Payroll and HR-services Section |  |  |

**Account information - payments abroad**

Registration of bank account details for payment/reimbursement to individuals abroad.

The bank account must be registered to the same person as the recipient of the payment/reimbursement.

If your bank does not have an IBAN-address – please provide the bank code and other necessary relevant bank information correspondent to your country’s bank system.

Please use CAPITAL LETTERS.

Date of birth Sex

|  |  |  |
| --- | --- | --- |
|  | (dd.mm.yy) | M / F |

Beneficiary

|  |
| --- |
|  |

Beneficiary’s address

|  |
| --- |
|  |

Beneficiary’s post code and cityCountry code

|  |  |  |
| --- | --- | --- |
|  |  |  |

Beneficiary’s bank account number

|  |
| --- |
|  |

BIC-address (SWIFT-code)

|  |
| --- |
|  |

IBAN-code - compulsory for Europe and Tunisia, except Russia, Bulgaria, and some former Yugoslav republics

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Examples of countries with IBAN** – no. of characters including the two-letter country code at the start:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Austria (20)  Belgium (16)  Bosnia-Hercegovina (20) Czech Republic (24) | Denmark (18) Estonia (20)  Finland (18) France (27) | Germany (22) Greece (27)  Hungary (28) Iceland (26) | Ireland (22) Italy (27) Latvia (21) Lithuania (20) | Malta (31) Netherlands (18) Polen (28)  Slovakia (24) | Slovenia (19) Spain (24)  Sweden (24) Switzerland (21) | UK (22) |

**If there is no IBAN-code** - please provide the bank code and other necessary relevant bank information correspondent to your country’s bank system.:

Bank-code

|  |
| --- |
|  |

Beneficiary’s bank

|  |
| --- |
|  |

Bank address

|  |
| --- |
|  |

Bank post code and city Country code

|  |  |  |
| --- | --- | --- |
|  |  |  |

Federal wire, ABA, routing no. (USA)

|  |
| --- |
|  |

Clearing code (Canada)

|  |
| --- |
|  |

# Other:

|  |
| --- |
|  |

# 

|  |  |  |  |
| --- | --- | --- | --- |
| Canada | CC + 9 digits (Clearing Code) | USA | FW + 9 digits (Fed.Wire, ABA or Routing No.) |
| **Australia** | AU + 6 digits (Bank/State/Branch) | **South-Afrika** | ZA + 6 digits (South Africa National Clearing System) |