



Standards

## Category 4 - Collections and Cash Letters

For Standards MT November 2019

# Message Reference Guide

Standards Release Guide

This reference guide contains the category 4 message text standards, including a detailed description of the scope, the format specifications, the rules, the guidelines, and the field specifications of each message type.

21 December 2018

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# Introduction

## Summary of Changes

### Added Message Types

None

### Removed Message Types

None

### Modified Message Types

None



# **Part 1**

## **Collections**

## Collections Message Types

The following table lists all Collections message types defined in Category 4.

For each message type, there is a short description, an indicator whether the message type is signed (Y or N), the maximum message length on input (2,000 or 10,000 characters) and whether the use of the message requires registration with SWIFT for use in a message user group (Y or N).

MT	MT Name	Purpose	Signed <sup>(1)</sup>	Max. Length	MUG
400	Advice of Payment	Advises of a payment under a collection or part thereof. It also handles the settlement of proceeds	Y	2,000	N
410	Acknowledgement	Acknowledges receipt of a collection. It also specifies if the collecting bank does not intend to act in accordance with the collection instruction	Y	2,000	N
412	Advice of Acceptance	Informs the remitting bank of the acceptance of one or more drafts under one collection instruction	Y	2,000	N
416	Advice of Non-Payment/Non-Acceptance	Advises of the non-payment or non-acceptance under a previously received collection	Y	10,000	Y
420	Tracer	Enquires about documents sent for collection	Y	2,000	N
422	Advice of Fate and Request for Instructions	Advises the remitting bank of the fate of one or more collection documents; usually accompanied by one or more questions or requests	Y	2,000	N
430	Amendment of Instructions	Amends collection instructions	Y	2,000	N

(1) A Relationship Management Application (RMA) authorisation is required in order to sign a message.

**Note:** A Message User Group (MUG), for the purposes of this book, is a group of users who have voluntarily agreed to support the specified message type and have registered with SWIFT to send or receive the specified message type. These messages are indicated in the preceding table in the column MUG.

Registration is free of charge. To register to use one or more message types, submit a registration request (**Order Message User Group**) through the forms available on [www.swift.com](http://www.swift.com) > Ordering & Support > Ordering > Order Products and Services > Message User Group (MUG).

To withdraw from a MUG, use the **Terminate your MUG subscription** request. These forms are available at [www.swift.com](http://www.swift.com) > Ordering & Support > Ordering > Terminate and deactivate > Message User Group (MUG).

To get the list of other members of a particular MUG, send an MT 999 to the Customer Implementation team (SWHQBEBBCOS).

# MT 400 Advice of Payment

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## MT 410 Acknowledgement

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).



# MT 412 Advice of Acceptance

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## **MT 416 Advice of Non-Payment/Non-Acceptance**

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## MT 420 Tracer

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## **MT 422 Advice of Fate and Request for Instructions**

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## MT 430 Amendment of Instructions

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).



## **Part 2**

## **Cash Letters**

## Cash Letters Message Types

The following table lists all Cash Letter message types defined in Category 4.

For each message type, there is a short description, an indicator whether the message type requires authentication (Y or N), the maximum message length on input (2,000 or 10,000 characters) and whether the use of the message requires registration with SWIFT for use in a message user group (Y or N).

MT	MT Name	Purpose	Signed <sup>(1)</sup>	Max. Length	MUG
450	Cash Letter Credit Advice	Confirms that the face amount of cash letter(s) received has been credited under usual reserve (subject to final payment)	Y	2,000	N
455	Cash Letter Credit Adjustment Advice	Advises the account owner of adjustments made to its account (related to a previous credit for a cash letter)	Y	2,000	N
456	Advice of Dishonour	Advises the account owner that financial document(s) included in the cash letter have been dishonoured for reasons specified in the advice	Y	2,000	N

(1) Relationship Management Application (RMA) authorisation is required in order to sign a message.

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To withdraw from a MUG, use the **Terminate your MUG subscription** request. These forms are available at [www.swift.com](http://www.swift.com) > Ordering & Support > Ordering > Terminate and deactivate > Message User Group (MUG).

To get the list of other members of a particular MUG, send an MT 999 to the Customer Implementation team (SWHQBEBBCOS).



## MT 450 Cash Letter Credit Advice

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## **MT 455 Cash Letter Credit Adjustment Advice**

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## MT 456 Advice of Dishonour

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).



## **Part 3**

### **Common Group**

## Common Group Message Types

The following table lists all Common Group message types defined in Category 4.

For each message type, there is a short description, an indicator whether the message type requires authentication (Y or N), the maximum message length on input (2,000 or 10,000 characters) and whether the use of the message requires registration with SWIFT for use in a message user group (Y or N).

MT	MT Name	Purpose	Signed <sup>(1)</sup>	Max. Length	MUG
490	Advice of Charges, Interest and Other Adjustments	Advises an account owner of charges, interest or other adjustments to its account	Y	2,000	N
491	Request for Payment of Charges, Interest and Other Expenses	Requests payment of charges, interest or other expenses	Y	2,000	N
492	Request for Cancellation	Requests the Receiver to consider cancellation of the message identified in the request	Y	2,000	N
495	Queries	Requests information relating to a previous message or amendment to a previous message	Y	2,000	N
496	Answers	Responds to a MT 495 Queries message or MT 492 Request for Cancellation or other messages where no specific message type has been provided for the response	Y	2,000	N
498	Proprietary Message	Contains formats defined and agreed to between users and for those messages not yet live	Y	10,000	N
499	Free Format Message	Contains information for which no other message type has been defined	Y	10,000	N

(1) A Relationship Management Application (RMA) authorisation is required in order to sign a message.

**Note:** A Message User Group (MUG), for the purposes of this book, is a group of users who have voluntarily agreed to support the specified message type and have registered with SWIFT to send or receive the specified message type. These messages are indicated in the preceding table in the column MUG.

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To withdraw from a MUG, use the **Terminate your MUG subscription** request. These forms are available at [www.swift.com](http://www.swift.com) > Ordering & Support > Ordering > Terminate and deactivate > Message User Group (MUG).

To get the list of other members of a particular MUG, send an MT 999 to the Customer Implementation team (SWHQBEBCOS).

## **MT 490 Advice of Charges, Interest and Other Adjustments**

*See Category n - Common Group Messages, Chapter n90 Advice of Charges, Interest and Other Adjustments for details concerning this message type.*

## **MT 491 Request for Payment of Charges, Interest and Other Expenses**

*See Category n - Common Group Messages, Chapter n91 Request for Payment of Charges, Interest and Other Expenses for details concerning this message type.*



## MT 492 Request for Cancellation

See *Category n - Common Group Messages, Chapter n92 Request for Cancellation* for details concerning this message type.

## MT 495 Queries

See *Category n - Common Group Messages, Chapter n95 Queries* for details concerning this message type.

## MT 496 Answers

See *Category n - Common Group Messages, Chapter n96 Answers* for details concerning this message type.

## MT 498 Proprietary Message

See *Category n - Common Group Messages, Chapter n98 Proprietary Message* for details concerning this message type.

## MT 499 Free Format Message

**This message type does not change in the Standards MT Release 2019.**

Details of this message are still available in the current version of the Standards MT documentation on [www.swift.com](http://www.swift.com) > Ordering & Support > Knowledge Centre (User Handbook).

## Glossary of Terms

In addition to the definitions which appear in Standards General Information, Glossary of Terms, the following terms apply to Category 4 message types.

For any additional definitions or details, see the Uniform Rules for Collections, International Chamber of Commerce, Paris, France.

<b>Cash Letter</b>	For the purpose of this category, any covering letter, however named or described, whereby a bank (the Remitting Bank) requests credit for one or more financial documents under usual reserve (subject to final payment).
<b>Clean Payment</b>	A payment not accompanied by any documents.
<b>Collection Instruction</b>	Instructions accompanying documents sent by a Remitting Bank to a Collecting Bank.
<b>Draft Terms</b>	The specification of the terms by which a collection instruction or draft will be honoured.
<b>Maturity Date and Amount Collected</b>	The maturity date of the collection and the amount paid by the Drawee.
<b>Protest</b>	The legal action taken in confirming the refusal of a party to accept its obligation to a transaction or instruction.
<b>Settlement Instructions</b>	The manner by which a financial transaction between two parties is to be settled.
<b>Value Date and Proceeds Remitted</b>	The value date and amount remitted by the Sender to the Receiver for a collection or part thereof.

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