Note: In order to use the facility you will need to purchase credits using the "Account → purchase conversions" menu.

1. Prepare a list of your account numbers using the provided template. Save a copy in case you need to edit it later. To do this click the "download" button to download a file template. An example of the file format is provided below.

Country ISO	BBAN 1	BBAN 2	BBAN 3	BBAN 4	BIC	IBAN

2. Enter the country ISO code, domestic bank account number or the IBAN which you would like to validate and/or convert as illustrated below.

Country	Country ISO	BBAN 1	BBAN 2	BBAN 3	BBAN 4	BIC	IBAN
Austria	AT	BLZ	Account No.	N/A	N/A		Alternatively provide an IBAN to perform IBAN validation
Belgium	BE	Bank-branch code	Account no.	Check digits	N/A		Alternatively provide an IBAN to perform IBAN validation
Bosnia and Herzego	BA	Bank code	Branch code	Account no.	Check digit		Alternatively provide an IBAN to perform IBAN validation
Bulgaria	BG	N/A	N/A	N/A	N/A		IBAN only
Croatia	HR	Bank-branch code	Account no.	N/A	N/A		Alternatively provide an IBAN to perform IBAN validation
Cyprus	CY	Bank code	Branch code	Account no.	N/A		Alternatively provide an IBAN to perform IBAN validation
Czech Republic	CZ	Bank-branch code	Prefix	Basic	N/A		Alternatively provide an IBAN to perform IBAN validation
Denmark	DK	Bank-branch code	Account no.	N/A	N/A		Alternatively provide an IBAN to perform IBAN validation
Estonia	EE	Bank code	Account no.	N/A	N/A		Alternatively provide an IBAN to perform IBAN validation

Note: pre-SEPA , each country had a different number of components that represent a bank account number. For example, France and Italy each had 4 components that represent a bank account whereas Netherlands a single component.

Each component of the bank account should be provided separately within the BBAN1 to BBAN4 fields provided in the template. In general:

- BBAN1 is used to capture the bank code,

- BBAN2 is used to capture the brand code,

- BBAN3 is used to capture the account number, and

- BBAN4 is used to capture the check digit.

Where the field is inappropriate a "N/A" should be entered. Where an IBAN is to be validated, the BBAN1-BBAN4 components should also be captured as "N/A".

You may capture a combination of BBAN's and IBAN's in the same file.

A complete list of supported countries and associated ISO Codes, together with component that should be captured in each field is provided below.

Country	ISO Code	BBAN1	BBAN2	BBAN3	BBAN4	IBAN
Andorra	**AD**	Bank code	Branch code	Account no.	N/A	Alternatively provide an IBAN to perform IBAN validation
Austria	**AT**	BLZ	Account No.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation

Belgium	**BE**	Bank-branch code	Account no.	Check digits	N/A	Alternatively provide an IBAN to perform IBAN validation
Bosnia and Herzegovina	**BA**	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
Bulgaria	**BG**	N/A	N/A	N/A	N/A	IBAN only
Croatia	**HR**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Cyprus	**CY**	Bank code	Branch code	Account no.	N/A	Alternatively provide an IBAN to perform IBAN validation
Czech Republic	**CZ**	Bank-branch code	Prefix	Basic	N/A	Alternatively provide an IBAN to perform IBAN validation
Denmark	**DK**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Estonia	**EE**	Bank code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Finland	**FI**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
France	**FR**	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
Germany	**DE**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Greece	**GR**	Bank code	Branch code	Account no.	N/A	Alternatively provide an IBAN to perform IBAN validation
Hungary	**HU**	Bank-branch code	Account part 1	Account part 2	N/A	Alternatively provide an IBAN to perform IBAN validation
Iceland	**IS**	Bank-branch code	Account type	Account no.	Identification no.	Alternatively provide an IBAN to perform IBAN validation
Italy	**IT**	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
Latvia	**LV**	N/A	N/A	N/A	N/A	IBAN only
Liechtenstein	**LI**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Lithuania	**LT**	N/A	N/A	N/A	N/A	IBAN only
Luxembourg	**LU**	N/A	N/A	N/A	N/A	IBAN only
Malta	**MT**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Montenegro	**ME**	Bank-branch code	Account no.	Check digit	N/A	Alternatively provide an IBAN to perform IBAN validation
Norway	**NO**	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Poland	**PL**	Bank-branch code	Account no.	Check digit	N/A	Alternatively provide an IBAN to perform IBAN validation

Portugal	PT	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
Republic of Ireland	IE	Sort code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Romania	RO	N/A	N/A	N/A	N/A	IBAN only
Serbia	RS	Bank-branch code	Account no.	Check digit	N/A	Alternatively provide an IBAN to perform IBAN validation
Slovakia	SK	Bank-branch code	Prefix	Basic	N/A	Alternatively provide an IBAN to perform IBAN validation
Slovenia	SI	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Spain	ES	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
Sweden	SE	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Switzerland	CH	Bank-branch code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
The Netherlands	NL	Bank identifier	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation
Tunisia	TN	Bank code	Branch code	Account no.	Check digit	Alternatively provide an IBAN to perform IBAN validation
United Kingdom	UK	Sort code	Account no.	N/A	N/A	Alternatively provide an IBAN to perform IBAN validation

3. Save file in CSV (Comma delimited) file format

Once you have prepared the file as per the above instructions, save the file on your local/network file system.

File name: batch_conversion_template (2).csv

Save as type: CSV (Comma delimited) (*.csv)