The International Bank Account Number (IBAN) is the ISO 13616 international standard for identifying bank accounts.

SWIFT has been designated by ISO to act as the Registration Authority for ISO 13616.

To register a new or maintain an existing IBAN format, the registrant must complete all the fields[[1]](#endnote-1) and submit this form by email to E2E-Reference-Data.Generic@swift.com. To complete the form, the registrant must refer to the endnotes provided in the last page of this form.

# Section 1: Registrant Information

The Registrant is the organisation requesting an IBAN format registration. Only a national standards body or a national competent authority such as a central bank may submit this form.

Please provide below identification details of the registrant. The full legal name, registered address and contact email address will be published in the IBAN registry.

|  |  |
| --- | --- |
| Q 1.1 | Full legal name of the Registrant: |
|  |       |
| Q 1.2 | BIC (if available)[[2]](#endnote-2): |
|  |       |
| Q1.3 | LEI (if available)[[3]](#endnote-3) |
|  |       |
| Q 1.4 | Registered Address |
|  | Building Name:      Street Address:      Postal Code/Zip:      City:      State/County:      Country:       |
| Q1.5 | Generic contact email address |
|  |  |

# Section 2: Prime contact Information

Please provide below the details of the registrant’s prime contact person. The personal contact details are stored by the registration authority for regular management and maintenance of the IBAN registration. For more information about the processing of this personal data, see the Data Protection provision at the end of this form.

The prime contact person is responsible for keeping the IBAN format up-to-date in the IBAN Registry. The registry authority must be informed of any changes to the IBAN format.

The personal contact details are not published in the IBAN registry.

|  |  |
| --- | --- |
| Q 2.1 | Contact Person (not published): |
|  | Family Name:      First Name:      Job Title:      Department:      Telephone:      e-mail:       |
| Q 2.2 | Address of the Contact Person To be completed only if different from address specified in Q.1.4 |
|  | Building Name:      Street Address:      Postal Code/Zip:      City:      State/County:      Country:       |

# Section 3: Secondary Contact Information

Please provide below the details of an alternate contact person to be contacted in case the prime contact person cannot be reached.

The personal contact details are not published in the IBAN registry.

|  |  |
| --- | --- |
| Q.3.1 | Contact Person (not published): |
|  | Family Name:      First Name:      Job Title:      Department:      Telephone:      e-mail:       |
| Q.3.2 | Address of the Contact Person To be completed only if different from address specified in Q.1.4 |
|  | Building Name:      Street Address:      Postal Code/Zip:      City:      State/County:      Country:       |

# Section 4: Purpose for submitting the form

|  |
| --- |
| **[ ]  Request a new IBAN format** Please go to section 5 and provide the required data elementsSpecify the effective date of the new IBAN format:      [ ]  **Amend an existing IBAN format** Specify the current IBAN format:       Please go to section 5 and provide the IBAN data elements that need to be amended Specify the effective date of the amended IBAN format:      **[ ]  Terminate an IBAN format**Specify the IBAN format to terminate      Specify the effective date of the IBAN format termination:       |

# Section 5: IBAN format data elements

Please provide the following IBAN format data elements:

|  |  |
| --- | --- |
| **Q.5.1** | Name of the Country: |
|  |       |
| **Q.5.2** | Country code as defined in ISO 3166[[4]](#endnote-4): |
|  |       |
| **Q.5.3** | Domestic account number example: |
|  |       |
| **Q.5.4** | BBAN[[5]](#endnote-5) structure (components and for each component: number of characters, character type: alphabetic, numeric or alphanumeric)[[6]](#endnote-6): |
|  |       |
| **Q.5.5** | BBAN length (total length in number of characters) |
|  |       |
| **Q.5.6** | Bank identifier[[7]](#endnote-7) position within the BBAN (start and end position)  |
|  |       |
| **Q.5.7** | Bank identifier (as used in the BBAN) example: |
|  |       |
| **Q.5.8** | Local branch identifier position with the BBAN (start and end position) if applicable |
|  |       |
| **Q.5.9** | Local branch identifier (as used in the BBAN) example if applicable |
|  |       |
| **Q.5.10** | BBAN example: |
|  |       |
| **Q.5.11** | IBAN[[8]](#endnote-8) structure (components and for each component: number of characters, character type: alphabetic, numeric or alphanumeric): |
|  |       |
| **Q.5.12** | IBAN length (must be less or equal to 34 characters): |
|  |       |
| **Q.5.13** | IBAN examples – both in electronic and print formats  |
|  |            |

|  |
| --- |
| REGISTRANT |
| *The Undersigned declares to have full capacity and authority to execute this form for and on behalf of the Registrant.* |
| Name:      Job Title:       |
| SignatureDate:       |

Please send the duly completed and signed form to the Registration Authority at the following email address:

E2E-Reference-Data.Generic@swift.com

**TERMS AND CONDITIONS**

The registration and publication of national IBAN formats in the IBAN Registryis offered by S.W.I.F.T. sc (“SWIFT”), with registered address at 1, Avenue Adèle, B-1310 La Hulpe, Belgium, and registered in the company register under number 0413.330.856 (herein “SWIFT”). The IBAN Registry is developed by SWIFT in its capacity as Registration Authority for ISO 13616.

An IBAN format can only be registered, amended or removed by a national standards body or the national competent authority such as the central bank of a country that has decided to adopt the IBAN format (herein “the Registrant”).

The present terms and conditions govern the services offered by SWIFT to the Registrant in its capacity as Registration Authority for national IBAN formats. Some of these terms and conditions are reflecting the terms of the Registration Authority Agreement between SWIFT and ISO.

**1. The Registration Services.** Upon receipt of a duly completed and signed Registration Form, SWIFT will use commercially reasonable efforts to:

* acknowledge submission of the Registration Form within five working days of receipt;
* validate the Registration Form or indicate whether additional information is required within ten working days of receipt of the Registration Form;
* publish an ISO 13616-compliant IBAN format in the IBAN Registry within five days after the Registration Form has been validated by SWIFT.

SWIFT will use commercially reasonable efforts to ensure the on-line availability of the IBAN Registry, except for downtimes required for scheduled maintenance or incident recovery purposes or to perform business continuity tests.

The IBAN Registry will be made available on [www.iso13616.org](http://www.iso13616.org) and [www.swift.com](http://www.swift.com)

**2. The Responsibilities of the Registrant.** The Registrant is responsible to ensure that the information submitted herein is accurate, complete, reliable and that the proposed IBAN format is ISO 13616-compliant, and agrees to promptly notify SWIFT of any changes to ensure that the information remains accurate, complete, reliable and that the proposed IBAN format is ISO 13616-compliant at any time thereafter.

**3. Liability.** Considering that SWIFT provides the Registration Services free of charge, the Registrant warrants that it will hold neither SWIFT, ISO nor ISO members responsible for any damages resulting from SWIFT’s activities as Registration Authority for 13616.

**4. Data Protection.** By submitting this Form, the Registrant agrees that SWIFT reserves the right to process the contact information submitted in Section 2 and 3 for the purposes of providing the Registration Services. When the Registrant agreed hereto in this Form, SWIFT may also make the personal details of the contact person publicly available in the IBAN Registry. As appropriate, SWIFT may share such contact information with other SWIFT offices and SWIFT sub-contractors, agents and Partners, located in or outside the EU. The contact person has the right to request SWIFT by e-mail at E2E-Reference-Data.Generic@swift.com to consult and correct such contact information. If the contact information is not directly supplied by the prime or secondary contact persons, the Registrant is responsible for notifying such contact persons of this provision.

**5. Intellectual Property Rights.** The Registrant retains the intellectual property rights (IPRs) that it has on the information submitted in this Form, including on the proposed IBAN format, and grants SWIFT a non-exclusive, perpetual and royalty-free right to use such information and the IBAN format for the purposes of providing the Registration Services, for publishing the IBAN Registry and for including such information and the IBAN format in any other reference data products that SWIFT may decide to develop and commercialise in the future. As the entity making the substantial investments in collecting, verifying and presenting the data in the IBAN Registry, SWIFT is the exclusive owner of the database producer’s rights in the IBAN Registry.

**6. Applicable Law and Dispute Resolution.** These terms and conditions shall be submitted to Belgian law and to the jurisdiction of Belgian courts.

1. For this registration form to be valid, all fields in Sections 1 to 5 must be filled in. In section 5, if the local branch identifier is not applicable in the country, please enter ‘not applicable’ in Q.5.8 and Q.5.9. [↑](#endnote-ref-1)
2. BIC is ISO 9362 standard, more information is available from [www.iso9362.org](http://www.iso9362.org) and [www.swift.com/bic](http://www.swift.com/bic). [↑](#endnote-ref-2)
3. LEI is ISO 17442 standard, more information is available from <https://www.iso.org/standard/78829.html> and [www.gleif.org](http://www.gleif.org). [↑](#endnote-ref-3)
4. If the IBAN applies to the country and related territories as defined in ISO 3166-1 standard, please provide the list of those country codes. More information is available from <https://www.iso.org/obp/ui/#search> [↑](#endnote-ref-4)
5. BBAN means basic bank account number identifier that uniquely identifies an individual account at a specific financial institution in a particular country and which includes a national bank identifier code (other than BIC) of the financial institution servicing that account. [↑](#endnote-ref-5)
6. **CHARACTER REPRESENTATION**

Please use same character representations as in the IBAN registry (see table below)

|  |  |
| --- | --- |
| n | Digits (numeric characters 0 to 9 only) |
| a | Upper case letters (alphabetic characters A-Z only) |
| c | Upper and lower case alphanumeric characters (A-Z, a-z and 0-9) |
| e | blank space |

The following length indications are used :

|  |  |
| --- | --- |
| nn! | fixed length |
| nn | maximum length |

 As an example, if a BBAN has the character composition 2!n2!a12!c, it means that it is composed of 2 numeric, 2 alphabetic and 12 alphanumeric characters. Each component has a fixed length. [↑](#endnote-ref-6)
7. **Bank identifier** means the national bank code (other than BIC) that uniquely identifies the financial institution and, when appropriate, the branch of that financial institution servicing an account [↑](#endnote-ref-7)
8. **IBAN** means the international bank account number that is an expanded version of the basic bank account number (BBAN), and intended to uniquely identify, for use in international transactions, an individual account at a specific financial institution, in a particular country. [↑](#endnote-ref-8)