



User Guide

International

Eftsure inside Microsoft Dynamics 365 for F&O

Change History

Version	Date	Change Summary	Author
1.0	10/03/2021	Initial draft for beta version	Greg
1.1	25/05/2021	Updates for vendor collaboration	Greg
1.2	21/08/2023	Beta 2.0	Trang
1.3	24/05/2024	Update 1260v	Trang
1.4	19/08/2024	Update 1294v	Trang

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INTRODUCTION

This user guide will walk you through all the processes relevant for onboarding international suppliers and validating international payment journals.

Beside AU and NZ, efture also provide bank verification for below countries.

- Canada
- Ireland
- Philippines
- Singapore
- South Africa
- United Kingdom
- United States

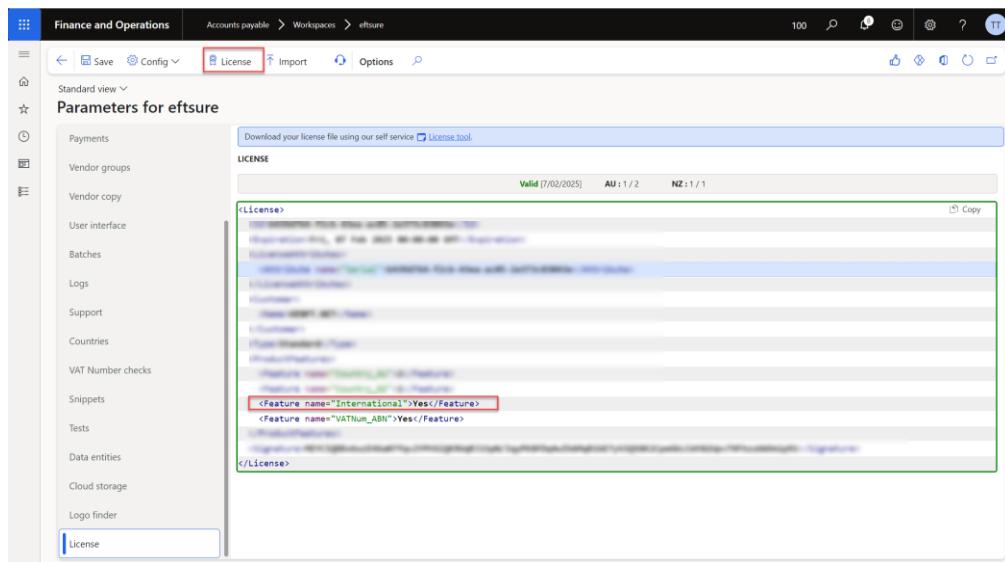
To enable international features, please contact your Customer Success Manager.

For any countries which is not in the above list, customer can still perform onboarding but efture will not verify.

CONFIGURATION

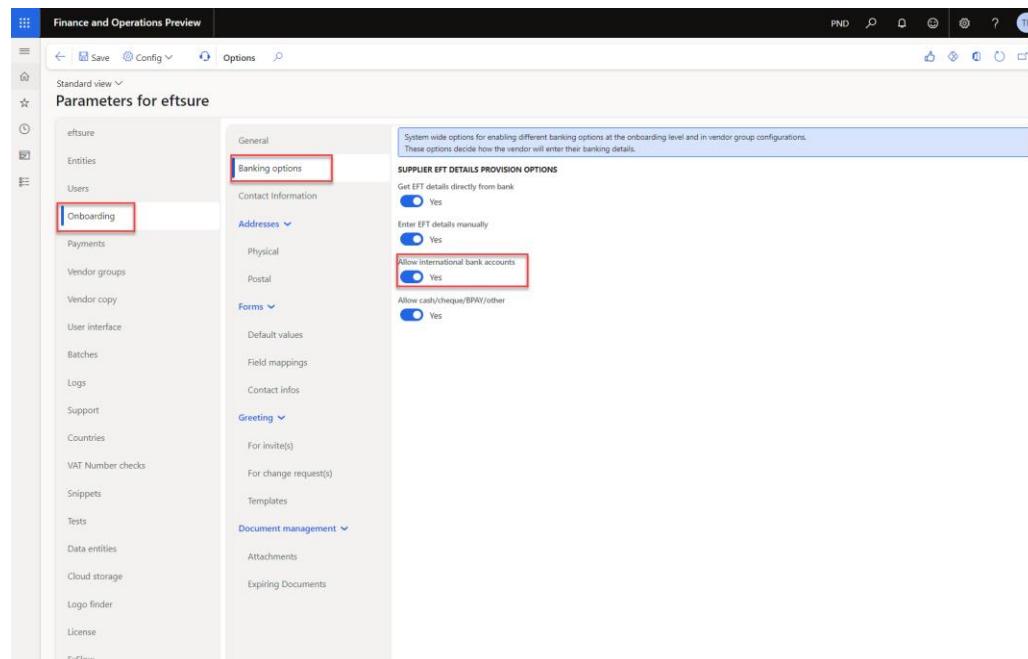
License

Customer will need international license before starting any tasks in D365. With our new methodology for managing licensing, customer can update licensing by using License button in Parameter.



Onboarding Banking option

Go to **eftsure “Know Your Payee” > Parameters > Onboarding > Banking options** and **Allow international bank accounts** in Supplier EFT details provision options.



Note: If this option is turned off, all other international options will be disabled / invisible in the other forms.

Onboarding forms

Go to the eftsure portal and create an international onboarding form:

Either Sync onboarding forms manually or wait for the batch to complete. Once the new form is downloaded, go to eftsure **Parameters > Onboarding > Forms** and make sure the form is synchronized and configured accordingly using **Sync** button.

Payments

Payments for international suppliers are identical to payments for national suppliers, but require a different standard method of payment.

The validation and payment generation options include international supplier verifications in the same approach as national vendors.

It is recommended to use a different method of payment for national and international payments for each currency, in order to configure payment file(s) differently **eftsure parameters > Payments > Payment method(s)**, if any.

Company	Company name	Method of payment	Description
PND	PNew Demo	BPAY	BPAY
		CASH	CASH
		EFT	EFT
		EFT_Not	EFT not eftsure
		EFT-EUR	EFT-EUR
		EFT-Inter	EFT for international
		EFT-NZD	EFT-NZD
		EFT-USD	EFT-USD

Set default method of payment for all international onboarding (optional). Vendor onboarding via eftsure will be created with default international method of payment setup in **Parameters > Payments > Default payment methods**.

Vendor groups

Setting shortcut to international onboarding template.

As the result, user will be able to access from eftsure workspace.

To enable a specific **vendor group** for **international onboarding**, go to the vendor groups and select the matching **eftsure configuration** for this group:

Choose an **international onboarding form**,

Company	Company name	Vendor group	Description
BRMF	Contoso Entertainment	BPAY	BPAY
CNMF	Contoso Entertainment	DEF	Default Vendors
DAT	dat	EMP	Employees
DEMFI	Contoso Entertainment	INT	International Vendors
FRRT	Contoso Retail FR	SER	Service Vendors
FRSI	Contoso Consulting I	TM1	TestMart 3 steps Wz
GBSI	Contoso Consulting I	TM2	TestMart 2 steps Wz
GLCO	Contoso Group	TM3	TestMart 1 steps Wz
GLMF	Contoso Entertainment		
GLRT	Contoso Retail		
GLSI	Contoso Consulting		
INMF	Contoso Entertainment		
ITCO	Contoso Italy		
JPMF	Contoso Entertainment		
MXMF	Contoso Entertainment		
MYMF	Contoso Entertainment		
PDS	PNew Data Sharing A		
PERO	PERO		
PNC	Your Company		
PND	Demo		
PNN	NZ Software		

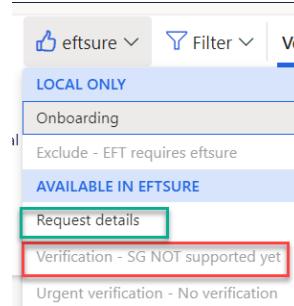
Allow international bank accounts in the bank provisioning details.

Company	Company name	Vendor group	Description
BRMF	Contoso Entertainment	BPAY	BPAY
CNMF	Contoso Entertainment	DEF	Default Vendors
DAT	dat	EMP	Employees
DEMFI	Contoso Entertainment	INT	International Vendors
FRRT	Contoso Retail FR	SER	Service Vendors
FRSI	Contoso Consulting I	TM1	TestMart 3 steps Wz
GBSI	Contoso Consulting I	TM2	TestMart 2 steps Wz
GLCO	Contoso Group	TM3	TestMart 1 steps Wz
GLMF	Contoso Entertainment		
GLRT	Contoso Retail		
GLSI	Contoso Consulting		
INMF	Contoso Entertainment		
ITCO	Contoso Italy		
JPMF	Contoso Entertainment		
MXMF	Contoso Entertainment		
MYMF	Contoso Entertainment		
PDS	PNew Data Sharing A		
PERO	PERO		
PNC	Your Company		
PND	Demo		
PNN	NZ Software		

Bank verification

Beside New Zealand, any countries outside Australia and in our scope, bank verification can only be done via Change request workflow. Verification option will be grey out and not in use.

Request details is the only workflow which can be used to get bank account details updates.



For more details on Change request process, please refer to standard user guide.

NZBN lookup

NZBN key need to be acquired to have NZBN lookup.

<https://portal.api.business.govt.nz/getting-started>

eftsure

Entities

Users

Onboarding

Payments

Vendor groups

Vendor copy

Vendor collaboration

User interface

Batches

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Support

Countries

VAT Number checks

Snippets

Tests

Data entities

Cloud storage

Logo finder

License

ExFlow

Europe Australia New Zealand United Kingdom

New Zealand Business Names
To obtain a NZBN key for webservices, Go to <https://portal.api.business.govt.nz/getting-started>

NZBN WEBSERVICES OPTIONS

Environment: Live

NZBN Key: *****

NEW ZEALAND COMPANIES OFFICE

SUPPLIER ONBOARDING

New onboarding can be accessed via **Account payable > Vendors > Onboarding** as normal onboarding process.

Government code and Tax registration lookup for selected **Government Code Country** will be changed accordingly.

The screenshot shows the SAP Fiori Onboarding interface for an International supplier in New Zealand. The 'GENERAL' section includes fields for Vendor group (INT), Government Code Country (New Zealand), and International Form (International form). The 'COMPANY INFORMATION' section includes fields for NZBN (9429017964656), Company name (FONTERA (INTERNATIONAL) LIMITED), Last name (Owner), and a note about mobile numbers. The bottom of the screen shows navigation buttons: Back, Next, Cancel, and Support.

Since configuration has been done, International onboarding will be 1 step wizard.

Once an international supplier has completed onboarding, new onboarding fields/values are available in the same onboarding values form:

Government and Tax as well as banking details info will be available in onboarding fields.

All standard VMF info will be auto-populated as per normal onboarding process with new icon for international vendor.

Additional fields for Government Code Country similar to onboarding form will trigger Government Code (label).

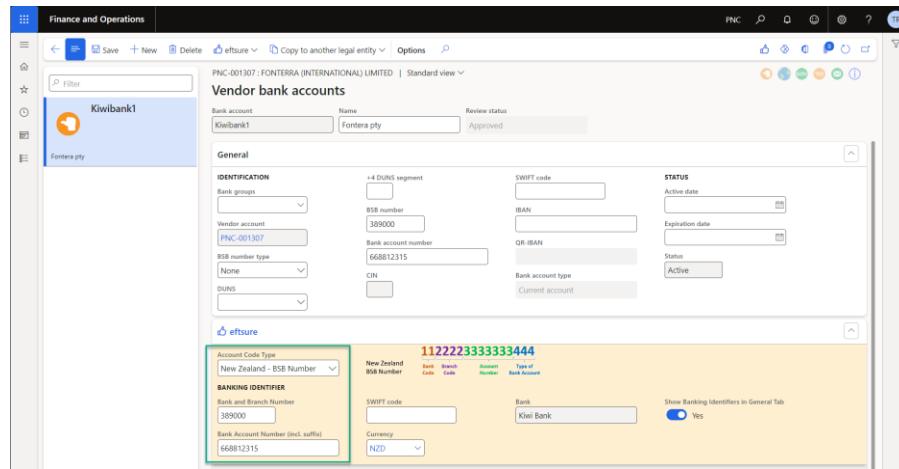
Government Code label will change accordingly.

Eg: Australia – ABN

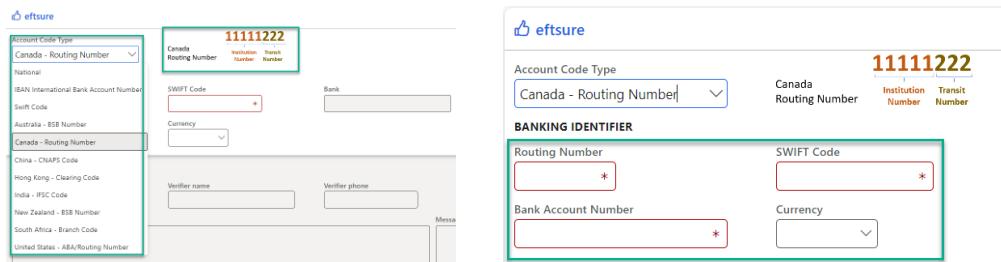
New Zealand – NZBN

Other countries – Government Code

Additional fields and new labels for international banking details will be populated as per onboarding.

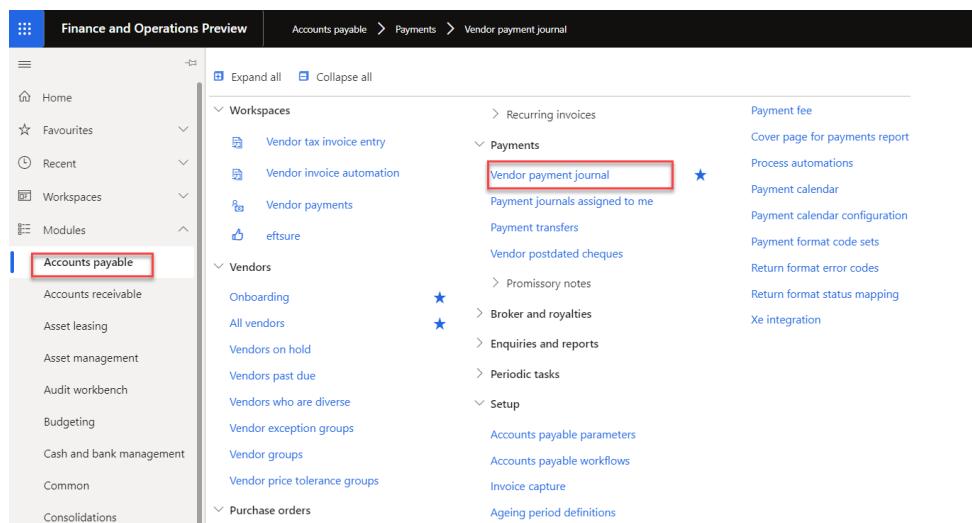


Sample banking format with mandatory fields will be available for cross check.



VENDOR PAYMENT

Please follow same steps as per standard vendor payment.



For international payment, assuming each vendor will have different currency. All standard requirements have to be setup accordingly including exchange rate, reporting currency, offset account allow multiple currency, separate method of payment etc

Validation step will also need to be performed to get eftsure icons.

Date	Voucher	Company	Account	Vendor name	Debit	Credit	Currency	Offset ac...	Offset account	Method of payment	Payment status	Cheque num
22/04/2024	VPA0000033	pnd	PND-00...	VMH	1,000.00		USD	Bank	WBC OPER	EFT-Inter	None	
22/04/2024	VPA0000034	pnd	PND-00211	ROSE & CO DES...		800.00	NZD	Bank	WBC OPER	EFT-Inter	None	

VOUCHER	DEBIT	CREDIT	BALANCE
1,500.00	1,500.00	0.00	
2,237.40	2,237.40	0.00	

REPORTING CURRENCY	DEBIT	CREDIT	BALANCE
1,500.00	1,500.00	0.00	
2,237.40	2,237.40	0.00	

NEW BANK ACCOUNT

For international vendor, when manually create vendor in D365, user will need to perform extra steps to ensure bank account details is recorded correctly for synchronization with eftsure portal.

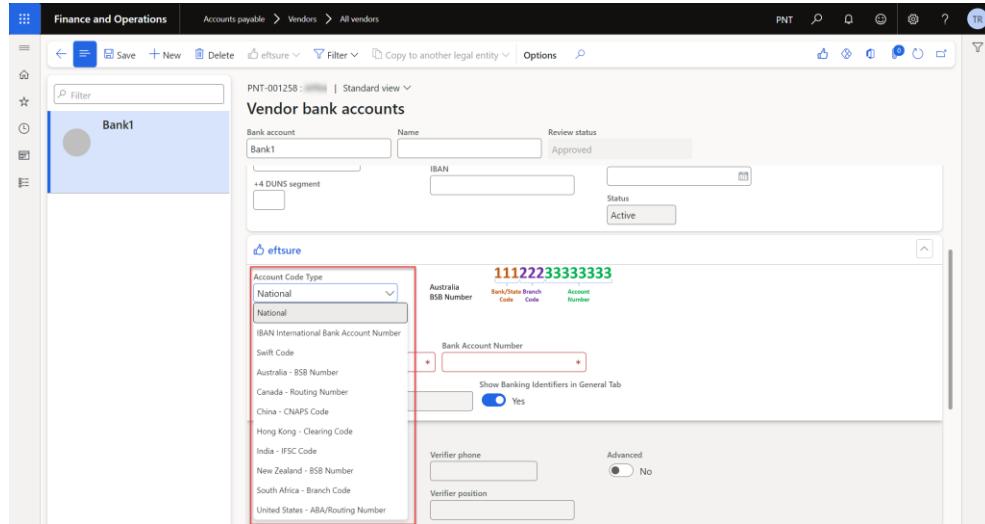
Standard bank account form for customer with International license will be as below with additional fields.

User will need to change Account Code Type, Currency and input correct information as per international banking format in General Tab as per recommendation.

ACCOUNT CODE TYPE

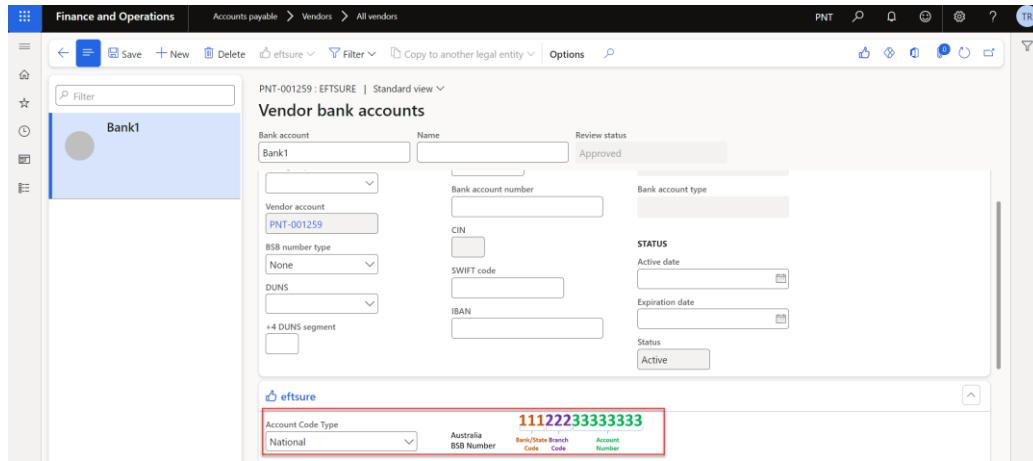
Since each country will have different banking format requirements, eftsure inside D365 will need to accommodate by adding additional field for eftsure portal synchronisation.

Below are the current valid and supported bank format.



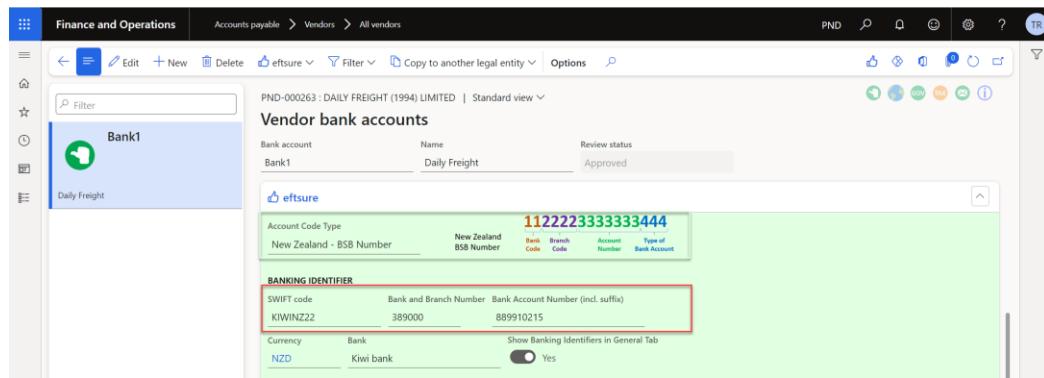
1. National

Account Code Type - National will be default as per legal entity country. In the below example since PNT is Australian legal entity, default Account Code Type is Australia BSB Number.



2. NZ bank account

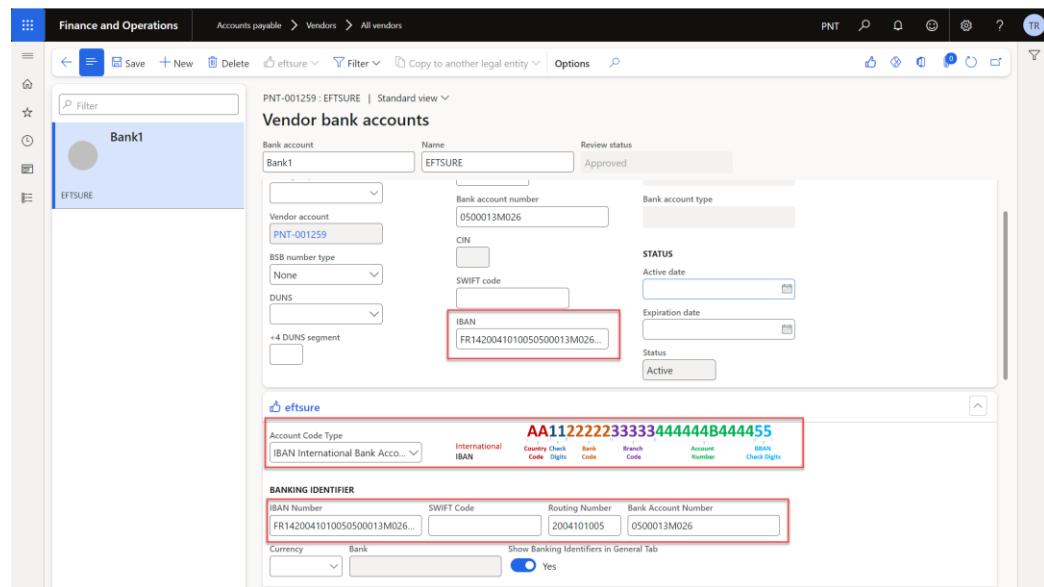
BSB has to be 6 digits, bank account number minimum 9 digits, maximum 10 digits which is a combination of 7 digits bank account number and 2-3 digits suffix.



3. IBAN International Bank Account Number

IBAN number is generally used by European countries. For more information, please refer to IBAN official website <https://www.iban.com/>.

Once Account Code Type is selected correctly, when valid IBAN number is input, Routing number and Bank Account Number will be auto populated.



4. SWIFT Code

If the country is not in the Account Code Type dropdown list, SWIFT Code is normally used.

PNT-001259 : EFTSURE | Standard view

Vendor bank accounts

Bank account: Bank1, Name: EFTSURE, Review status: Approved

Vendor account: PNT-001259, BSB number type: None, DUNS: +4 DUNS segment, CIN: SWIFT code: IBAN: STATUS: Active date: Expiration date: Status: Active

BANKING IDENTIFIER

Account Code Type: Swift Code: International SWIFT Code: Bank Country Code: Code: Branch Code: Branch Code: Bank Account Number: *

SWIFT Code: Branch Code: Bank Account Number: *

Note: Beside SWIFT Code and Bank Account Number, Branch Code is also mandatory for eftsure portal validation.

In some instances, migrated data might miss branch code, if customer does not have information, first 3 digits from bank account number can be used to meet the requirements from eftsure portal validation.

5. Canada - Routing Number/United States - ABA/Routing Number

PNT-001259 : EFTSURE | Standard view

Vendor bank accounts

Bank account: Bank1, Name: EFTSURE, Review status: Approved

General

IDENTIFICATION

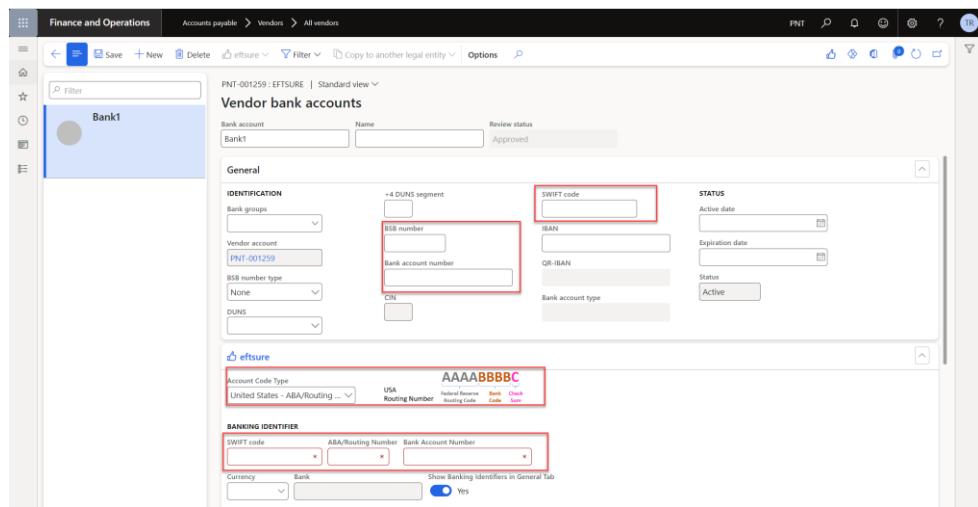
Bank groups: Vendor account: PNT-001259, BSB number type: None, DUNS: +4 DUNS segment: CIN: SWIFT code: IBAN: QR-IBAN: STATUS: Active date: Expiration date: Status: Active

BANKING IDENTIFIER

Account Code Type: Canada - Routing Number: Canada Routing Number: Institution Number: Branch Number: Show Banking Identifiers in General Tab: Yes

SWIFT code: Routing Number: Bank Account Number: *

Currency: Bank: *



For Canada and US, Routing number (BSB field) is mandatory. To search for valid routing number, please refer to <https://www.routingnumber.com/>

Note: if you do not have routing number and only SWIFT and bank account number, please change Account Code Type to SWIFT Code and fill in branch code accordingly.

6. HK/China/India/South Africa

All 3 fields are mandatory for eftsure validation.