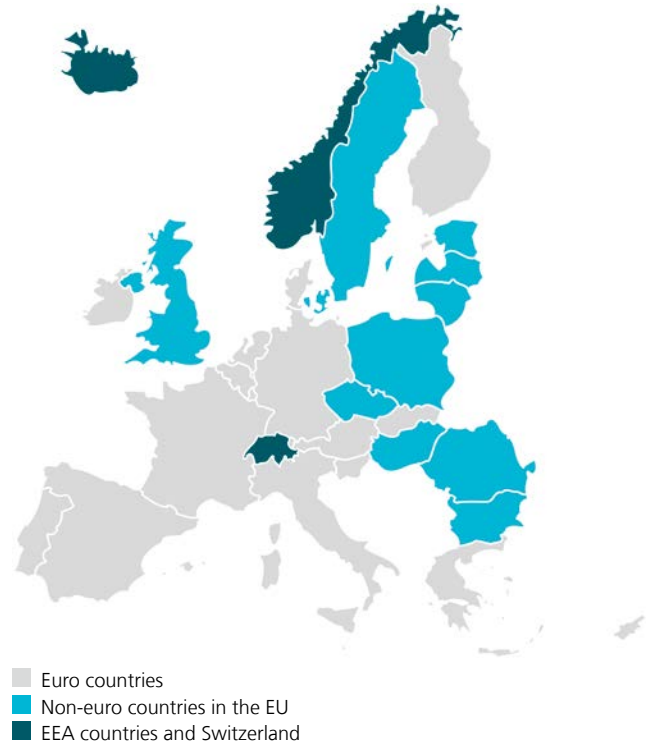


Pay quickly and free of charge  
in euros

SEPA Core and B2B Direct Debit for payers

SEPA Direct Debit is the European direct debit process in euros. It makes paying invoices easier in the euro payment area (incl. Switzerland).

#### SEPA countries



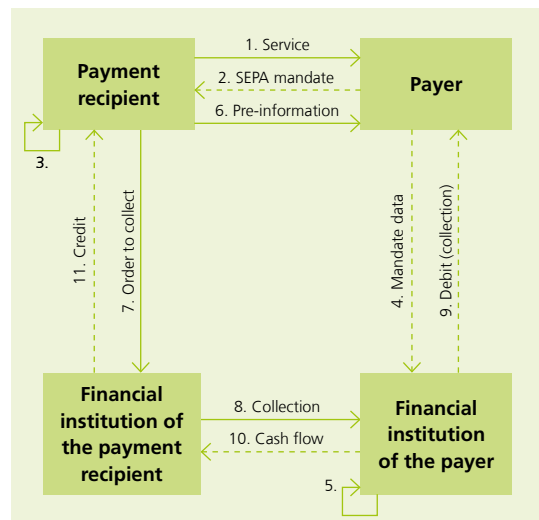
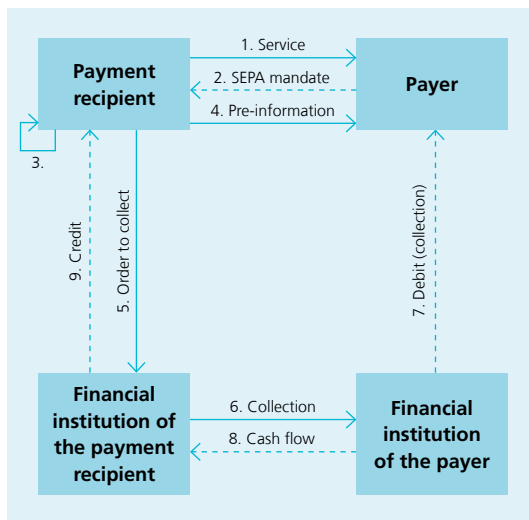
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PostFinance Ltd  
is a pioneer of SEPA  
in Switzerland.

The creation of the integrated Single Euro Payments Area (SEPA) is the result of an initiative by the EU authorities aimed at integration of electronic payment transactions in euros. The SEPA area covers 34 countries, including Switzerland and Liechtenstein.

## Processing a SEPA direct debit order

SEPA Core Direct Debit order		SEPA B2B Direct Debit order	
1	The payment recipient sells the payer a product, supplies a service or something that is subject to a payment and sends the payer the SEPA Core Direct Debit or SEPA B2B Direct Debit mandate.		1
2	The payer sends back or hands over the signed SEPA Core Direct Debit or SEPA B2B Direct Debit mandate to the payment recipient.		2
3	The payment recipient archives the mandate.		3
		The payer notifies his financial institution of any relevant mandate data promptly in the agreed format.	4
		The payer's financial institution archives the mandate data.	5
4	The payment recipient notifies the payer of the charge (e.g. via an invoice).		6
5	The payment recipient sends his financial institution the SEPA Core Direct Debit or SEPA B2B Direct Debit order and the related mandate data.		7
6	The payment recipient's financial institution forwards the order plus the mandate data to the payer's financial institution.		8
7	The payer's financial institution debits the payer's account.	The payer's financial institution compares the received mandate data (5.) with data from the order (8.) and, if they correspond, debits the payer's account.	9
8	The payer's financial institution is charged with the debited amount. At the same time this amount is credited to the payment recipient's financial institution.		10
9	The amount is credited to the payment recipient.		11



In a SEPA Direct Debit process the payment recipient initiates collection of the owed amount from the payer. To enable the owed amount to be collected via this process, both the payment recipient's financial institution and that of the payer are required to be part of the process.

The SEPA Direct Debit scheme allows you to receive your money on the due date.

## Requirements and entitlements

SEPA Core Direct Debit	SEPA B2B Direct Debit
	The payer has to be a company.
In order to carry out the debit the payer must have a SEPA Core Direct Debit or SEPA B2B Direct Debit mandate, in which the payer authorises the payment recipient to debit receivables from his account via the SEPA Direct Debit scheme.	
The payer has a right to object within 56 calendar days (eight weeks) of when the debit is made, without having to state a reason.	
In the event of unauthorized debits due to the non-existence or invalidity of the SEPA Core Direct Debit mandate, the payer has a right to object during a period of 13 months from when the debit is made, and is required to assert this immediately upon acknowledging the debit.	Only in the event of unauthorized debits due to the non-existence or invalidity of the SEPA B2B Direct Debit mandate does the payer have a right to object (reimbursement) during a period of 13 months from when the debit is made, and is required to assert this immediately upon acknowledging the debit.

Thanks to the SEPA Direct Debit scheme, cross-border direct debits in euros are just as simple as those conducted in Switzerland.

### SEPA Direct Debit Mandate

By signing the SEPA Core Direct Debit or SEPA B2B Direct Debit mandate, the payer authorizes the payment recipient to debit the due amounts from his financial institution. At the same time the payer's financial institution is authorized to debit the amounts due.

The mandate is given to the payer by the payment recipient and must be signed by the former and returned. Concerning the B2B Direct Debit, the payer is also obliged to notify his financial institution promptly of any relevant mandate data and has to do so in the agreed format. In addition, the payer must report any changes to the mandate data in the agreed format to his financial institution as well as to the payment recipient.


It is the payment recipient's duty to archive the mandate. If the debit is of the recurring type and no debit is made during a period of 36 months, a new mandate has to be obtained by the payment recipient.

The content of the mandate is standardized. However, the layout can be individually designed by the payment recipient. Example mandates can be found in the document "CH-Guidelines for the SEPA Core Direct Debit Mandate" and "CH-Guidelines for the SEPA Business-to-Business Direct Debit Mandate" at [www.postfinance.ch/sdd](http://www.postfinance.ch/sdd).

The SEPA Core Direct Debit mandate and SEPA B2B Direct Debit mandate include the following mandate data:

- Mandate reference\*
- Name and address of the payer
- IBAN number of the payer\*
- BIC of the payer's financial institution\*
- Name and address of the payment recipient\*
- Identification number of the payment recipient\*
- Type of debit: recurring or one-off debit
- Reference
- Date of signing of the mandate and a place-holder for the signature

\* It is possible to make changes to the mandate data. The payment recipient transmits these changes to his financial institution in the next SEPA Direct Debit order.

A photograph of two men in business suits walking on a city street. The man on the left is wearing a dark suit and a polka-dot tie, looking down at a briefcase he is holding. The man on the right is wearing a light-colored suit and a striped tie, gesturing with his hand as if in conversation. The background shows a modern building with large windows and a paved walkway.

The SEPA Direct Debit rationalises European payment transactions. The SEPA Core Direct Debit and B2B Direct Debit are processed free of charge by PostFinance.

## Comparison of national direct debit schemes with the European SEPA Direct Debit scheme

	National direct debit scheme at Swiss banks	National direct debit scheme at PostFinance	SEPA Direct Debit scheme
<b>Used in</b>	Switzerland	Switzerland	SEPA countries (incl. Switzerland)
<b>Feature</b>	LSV+ (standard product with right of objection) BDD (standard product without right of objection)	CH-DD COR1 Direct Debit Scheme (with right of objection) CH-DD B2B Direct Debit Scheme (without right of objection)	SEPA Core Direct Debit (with right of objection) SEPA B2B Direct Debit (without right of objection)
<b>Currency of debited amount</b>	CHF EUR (the debited account does not have to be a euro account).	CHF EUR (the debited account does not have to be a euro account).	EUR EUR (the debited account does not have to be a euro account).
<b>Authorization of the payer for account to be debited</b>	Debit authorisation with a "direct debit ID" (identification of the payment recipient); archived by payment recipient and forwarded to the payer's financial institution.	Payment authorization specifying the biller; archived by the biller.	SEPA Core Direct Debit mandate with a "unique mandate reference" and "creditor identifier" (identification of the payment recipient); archived by the payment recipient.
<b>Date of debit</b>	Specified due date	Specified due date	Specified due date
<b>Prior notification of the debit</b>	Prior notification of the debit by the payment recipient to the payer.	No prior notification of the debit by the biller to the payer.	Prior notification of the debit by the payment recipient to the payer.
<b>Payer's account number</b>	IBAN format, proprietary account number	IBAN format	IBAN format
<b>Payer's right to object</b>	LSV+: The payer has the right to object during a period of 30 days after notification (debit note or bank statement) of the debit. Reversals are made in the original currency and specify the original amount. BDD: The payer has no right of objection.	CH-DD Direct Debit Scheme (COR1): The payer has a right to object during a period of 30 days from the date the account document is dispatched. Reversals are made in the original currency and specify the original amount. CH-DD Direct Debit Scheme (B2B): The payer has no right of objection.	The right to object without specification of a reason applies during a period of eight weeks (56 calendar days) from the debit date. In the event of unauthorized debits, due to the non-existence or invalidity of the SEPA Core Direct Debit mandate, the right of objection is extended to a period of 13 months. Re-debiting is done in the original currency and specifies the original amount.

SEPA Direct Debit is free.

### Advice and information

Have you got any questions about the SEPA products or suggestions for improvement with regard to European payment transactions in euros? Your PostFinance advisor has the answers. Further information can be found on the Internet at [www.postfinance.ch/sepa](http://www.postfinance.ch/sepa).

You can contact us by telephone on 0848 848 848 (max. CHF 0.08/min. in Switzerland).