

USER GUIDE: UPLOADING OUTWARD TELEGRAPHIC TRANSFER SUPPORTING DOCUMENTS VIA INFINITY

Important Notes:

- Supported file types that can be uploaded: PDF, XLS, Image file (e.g. JPG, BMP), and Zip file.
 - You may upload up to 5 supporting documents for each transaction.
 - **For each supporting document, you may upload up to 7.5 MB per file.**
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A. Uploading Supporting Documents for Single Foreign Telegraphic Transfer

Step 1

Upload Supporting Document(s)



Drag your files (.zip, .jpg, .gif, .tiff, .bmp, .pdf, .png, .doc, .xls, .xml, .rar, .txt, .docx, .csv, .xlsx, .pgp, .pptx, .jpeg, .msg, .tif, .xps) here or [choose file](#)

You can upload up to 5 files each time. Maximum file size 10 MB per file

To create a single Foreign Telegraphic Transfer transaction in Infinity, at the top menu bar, go to Pay & Transfer > Single Transaction > Telegraphic Transfer.

After creating your Single Foreign Telegraphic Transfer transaction, at the “Upload Supporting Document(s)” section, click “choose file” and select your files to upload.

Please upload the file at maximum 7.5MB as it will be encrypted in Infinity. The total file size sent to Bank will be 10MB, as displayed on Infinity screen.

Step 2

Supporting Document(s) to be Sent



UGA15678889 TXT.txt
17Bytes

[Download to view](#)

Cancel

Edit

Submit

- Upon successful uploading, your uploaded files will be listed on the screen.
- To proceed, click “Submit”.

B. Uploading Supporting Documents for Foreign Telegraphic Transfer (Bulk Template)

Step 1

Upload Supporting Document(s)



Drag your files (.zip, .jpg, .gif, .tiff, .bmp, .pdf, .png, .doc, .xls, .xml, .rar, .txt, .docx, .csv, .xlsx, .pgp, .pptx, .jpeg, .msg, .tif, .xps) here or **choose file**
 You can upload up to 5 files each time. Maximum file size 10 MB per file

To create a single Foreign Telegraphic Transfer (Bulk Template) transaction in Infinity, at the top menu bar, go to Pay & Transfer > Single Transaction > Telegraphic Transfer.

After creating your Foreign Telegraphic Transfer transaction, at the "Upload Supporting Document(s)" section, click "choose file" and select your files to upload.



Please upload the file at maximum 7.5MB as it will be encrypted in Infinity. The total file size sent to Bank will be 10MB, as displayed on Infinity screen.

Step 2

Supporting Document(s) to be Sent

Disclaimer: The file(s) uploaded will be checked and validated by the bank upon any requirement for underlying document of the transaction.

1 File(s)

File Type	File Name	Action
	New Text Document.txt 0Bytes File uploaded!	

1 - 1 of 1 Record(s)

[Another to this Payee](#)

[Add New Transaction](#)

The "Supporting Document(s) to be Sent" screen will be displayed. You may click  to view the uploaded document.

If you want to add another transaction, click "Add New Transaction" and repeat the steps.

Step 3

Please Note:

- I / We hereby declare that the information given in relation to this Foreign Telegraphic Transfer (FTT) is accurate, complete and in full compliance with Financial Services Act 2013 and Central Bank of Malaysia Act 2009. I / We shall be fully responsible for any inaccurate, untrue or incomplete information provided in relation to this FTT.
- I / We also authorise the Bank to make this information available to Bank Negara Malaysia and other regulator(s) in compliance with the Financial Services Act 2013 and Central Bank of Malaysia Act 2009.
- I / We hereby confirm that I have read, understood and hereby agree to be bound by the [Terms & Conditions](#) governing the application for remittance as may be amended by the Bank from time to time.
- I / We hereby authorise the Bank to disclose any information relating to this FTT to any bank or agent related to this FTT including but not limited the beneficiary's bank and any overseas regulators and authorities having jurisdiction over such bank or agent.

After you have completed all transaction details and uploaded supporting documents. Click "Next".


Step 4

To

1 transaction(s)

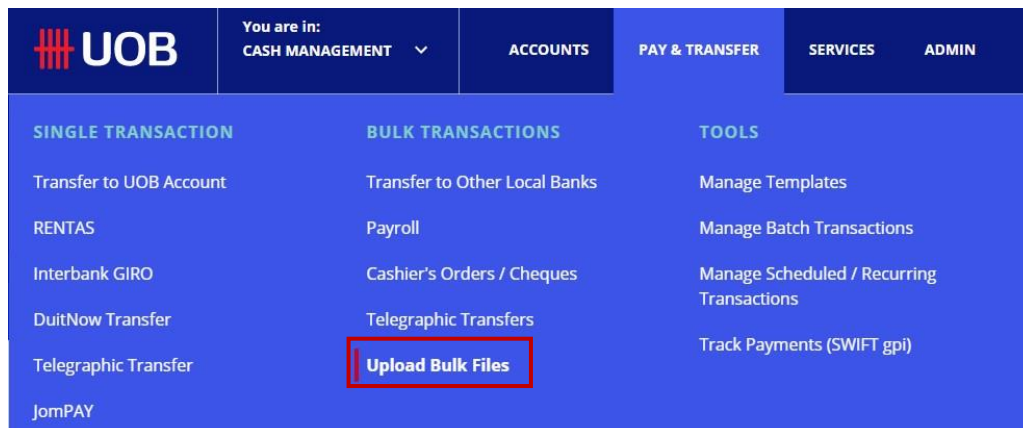
Payer / Payee	Customer Reference	Transaction Currency	Amount	Payee Validity	Action
UOVB 6089012403 UOVBMYKLXXX	--	USD	122.00	--	View Transaction

1 - 1 of 1 Record(s)

- At the "Please Review" screen, to inspect the supporting document, click  > "View Transaction".
- If you have not uploaded supporting document, scroll down to the page and click "Edit" to upload the supporting document.
- If you have completed the transaction, click "Submit" for transaction approval.

C. Uploading Supporting Documents for Foreign Telegraphic Transfer (Bulk File Upload)

Step 1

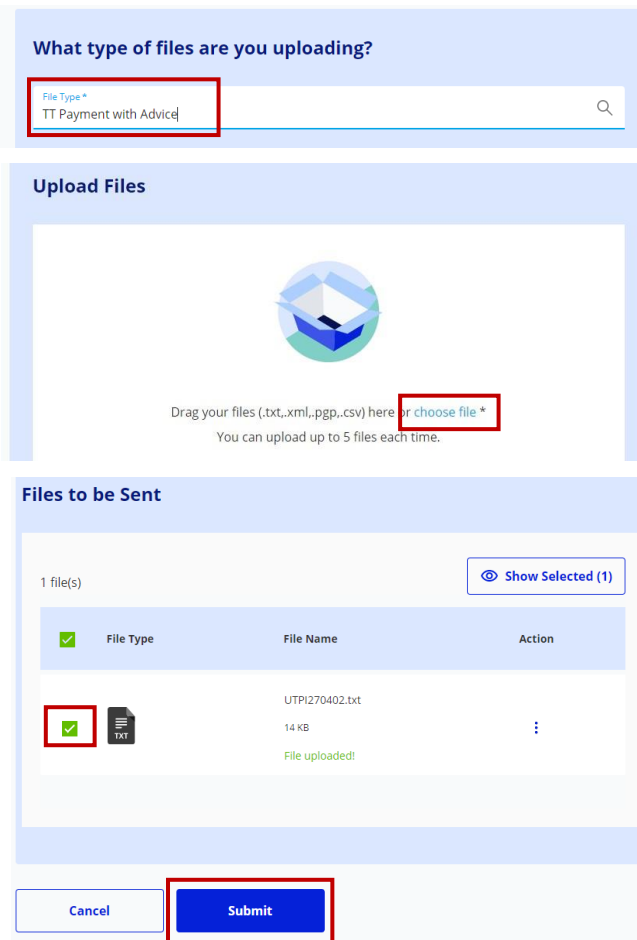


The screenshot shows the UOB navigation menu. The 'You are in:' dropdown is set to 'CASH MANAGEMENT'. The main menu categories are 'ACCOUNTS', 'PAY & TRANSFER', 'SERVICES', and 'ADMIN'. Under 'PAY & TRANSFER', there are three sub-sections: 'SINGLE TRANSACTION', 'BULK TRANSACTIONS', and 'TOOLS'. The 'BULK TRANSACTIONS' section is highlighted, and the 'Upload Bulk Files' option is circled in red.

SINGLE TRANSACTION	BULK TRANSACTIONS	TOOLS
Transfer to UOB Account	Transfer to Other Local Banks	Manage Templates
RENTAS	Payroll	Manage Batch Transactions
Interbank GIRO	Cashier's Orders / Cheques	Manage Scheduled / Recurring Transactions
DuitNow Transfer	Telegraphic Transfers	Track Payments (SWIFT gpi)
Telegraphic Transfer	Upload Bulk Files	
JomPAY		

To create a Foreign Telegraphic Transfer (Bulk File) transaction, at the top menu bar, go to **Pay & Transfer > Bulk Transactions > Upload Bulk Files**.

Step 2



The screenshot shows the 'Upload Files' interface. At the top, there is a question: 'What type of files are you uploading?'. Below this is a search box with 'File Type*' and 'TT Payment with Advice' entered. The 'Upload Files' section features a large blue box with a folder icon and the text: 'Drag your files (.txt,.xml,.pgp,.csv) here or choose file *'. Below this, the 'Files to be Sent' section shows a table with one file selected. The 'Submit' button is highlighted in red.

What type of files are you uploading?


File Type*
TT Payment with Advice

Upload Files

Drag your files (.txt,.xml,.pgp,.csv) here or choose file *
You can upload up to 5 files each time.

Files to be Sent

1 file(s) [Show Selected \(1\)](#)

File Type	File Name	Action
<input checked="" type="checkbox"/> 	UTPI270402.txt 14 KB File uploaded!	⋮

[Cancel](#) [Submit](#)

- At the "Upload Files" section, select the type of files you are uploading.
- Then, click "choose file" and select your files to upload.
- Select your uploaded file by ticking it and then click "Submit".

Step 3 i)

Upload Bulk Files + Upload New Bulk Files

Bulk Upload Telegraphic Transfer
Account
Currency
Amount Range
21/12/2021 - 21/12/2021
Clear Filter(s)

1 Record(s)

Show Selected (0)

Customise View v

Transaction Type	Account	Transaction Currency	Amount	Value Date	No of Records	Status	Action
<input checked="" type="checkbox"/> Bulk Upload Telegraphic Transfer UTPI201202.txt	Current Account - Corporate	USD	1,000.00	21/12/2021	1	● Pending	<div style="border: 1px solid red; padding: 2px;"> ⋮ Approve Return to Maker View Details Edit Download Notify Approver Add Supporting Document(s) </div>

1 - 1 of 1 Record(s)

Delete

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e-Banking Charter

- a) Upon successful uploading, your files will be listed at the “Upload Bulk Files” screen.
- b) At the Bulk Upload Telegraphic Transfer transaction, click ⋮ > “Add Supporting Document(s)” to upload relevant supporting document.
- c) To proceed, click “Submit”.

Step 3 ii)

Transaction Type	Account	Transaction Currency	Amount	Value Date	No of Records	Status	Action
<input checked="" type="checkbox"/> Bulk Upload Telegraphic Transfers U[REDACTED].txt	Current Account - Corporate 2[REDACTED]4 MYR	SGD	1,000.00	22/05/2023	1	● Pending	<div style="border: 1px solid #ccc; padding: 2px;"> ⋮ Approve Return to Maker View Details Edit Download Notify Approver </div>
<input type="checkbox"/> Bulk Upload Telegraphic Transfers U[REDACTED].txt	---	---	---	---	---		<div style="border: 1px solid #ccc; padding: 2px;"> ⋮ Approve Return to Maker View Details Edit Download Notify Approver </div>
<input type="checkbox"/> Bulk Upload Telegraphic Transfers S[REDACTED]001.txt	---	---	---	---	---		<div style="border: 1px solid #ccc; padding: 2px;"> ⋮ Approve Return to Maker View Details Edit Download Notify Approver </div>
<input type="checkbox"/> Bulk Upload Telegraphic Transfers [REDACTED].txt	---	---	---	---	---		<div style="border: 1px solid #ccc; padding: 2px;"> ⋮ Approve Return to Maker View Details Edit Download Notify Approver </div>

1. Alternatively to upload supporting document(s), you may click ⋮ > “Edit”.

Upload Supporting Document(s)



Drag your files (.zip, .jpg, .gif, .tiff, .bmp, .pdf, .png, .doc, .xls, .xml, .rar, .txt, .docx, .csv, .xlsx, .pgp, .pptx, .jpeg, .msg, .tif, .xps) here or [Choose File](#)

You can upload up to 5 file each time. Maximum file size 1MB per file

2. Thereafter scroll down the page and upload supporting document(s).
3. Please upload the file at maximum 7.5MB as it will be encrypted in Infinity and the total file size will be 10MB as displayed on Infinity screen.