

Dear Client,

We are happy to announce that now Citibank Europe plc Hungarian Branch Office now is ready to maintain client account and process transactions in Russian Ruble (RUB).

We draw your kind attention that Russian legislation regarding RUB transfers is very complicated so we highly advise you to contact your partner for payment instruction before initiating transaction in RUB.

Hereby we would like to inform you on special conditions to avoid delay or rejection of your funds transfer.

- **Submission and fulfillment of order to Citibank Europe plc Hungarian Branch Office**

Cut-off times for submitting payment orders in RUB for same-day processing are as follows:

1 p.m. for the below transaction types submitted via CitiDirect:
- foreign currency transfers
- HUF transfers to an account held in RUB
- in-house Bank transfers

9 a.m. for above transaction types submitted on paper.

All payment orders with value date being the actual working day received by the bank after cut-off time are processed with value date applicable for next banking day.

Fulfillment of payment orders with conversion is T+2 days, without conversion is T+1 day.

- **Charge option**

Please use option OUR exclusively. RUB clearing does not support charge options SHA and BEN these are not taken into consideration while performing the payment.

- **Beneficiary (SWIFT MT103 field: 59:)**

As part of Beneficiary details, the special Tax Registration Number (INN) of the Beneficiary is to be provided together with the 20 digit long Beneficiary account number. INN is a mandatory information according to Russian legislation, some bank may not credit funds without the correct INN.

INN (10 digits) is applicable for all residents in Russia, non-residents have KIO.
KPP (9 digits) is mandatory for Tax payments.

SWIFT format of field 59 is:
:59A:/12345678901234567890 - Beneficiary account No (20 digits)
INN0000000000
BENEFICIARY NAME

Preferable CitiDirect format is:
Field: Beneficiary name, address:
INN0000000000
BENEFICIARY NAME

- **Beneficiary Bank Routing Method (SWIFT MT103 field: 57:)**

Due to the fact that Russian Banks do not use SWIFT codes (BIC Codes) inside Russia, the beneficiary's bank can be only identified by the combination of a 9-digit long in country BIC code and a 20-digit long correspondent account number opened with the Central Bank of Russia. Some branches (for example, Savings Bank of Russia branches) don't have SWIFT address at all. All bank branches in Russia possess both BIC code and correspondent account number. There is a need for matching beneficiary's bank BIC code with ultimate beneficiary's account number.

SWIFT format of field 57 is:
57D://XXXXXXXXX.YYYYYYYYYYYYYYYYYYYY

where

X indicates the 9-digit-long BIC code

Y indicates the 20-digit-long correspondent account number

Preferable CitiDirect format is:

Field of "Beneficiary Bank Routing Method": SWIFT / "code": XXXXXXXXXXXX

This field is optional. Beneficiary bank's valid SWIFT code (SWIFT address) can be indicated here, if any.

X indicates the 8 or 11-digit-long SWIFT code.

Field: „Other Instruction” : XXXXXXXXXXX.YYYYYYYYYYYYYYYYYYYYY

Where X indicates the 9-digit-long BIC code, Y indicates 20-digit-correspondent account no. (separated by dot)

- **Payment details (SWIFT MT103 field: 70:)**

Please find below example of SWIFT field 70:

:70:/RPP/161.061208.6.ELEK

CitiDirect format of „Payment details” is:

RPP/161.061208.6.ELEK

where

161.	number of payment
061208.	date
6.	priority of payment

Six categories of priorities:

1. Social payments by court decision
2. Salary by court decision
3. Salary payments
4. Tax payments
5. Other obligatory payments (to state budget etc.)
6. Other payments. Priority 6 can be used for commercial payments.

ELEK type of payment: ELEK – electronic

- **Payment details (SWIFT MT103 field: 70:) usage of VO code**

Furthermore it is also MANDATORY to use field 70 for VO code and details (purpose) of payment

VO code is a special identification code used by the Central Bank of Russia (CBR) with the statistical purposes to help with monitoring country's Foreign Trade balance sheet. Every code (185 items in total) reflects the reason for cross border payments.

Identification of VO code depends on residency status (Russian or non-Russian) of the initial remitter (payer) and final beneficiary, and purpose of payment. VO code is 5 digit long. For example, in case of RUB transfer between accounts of two non-residents in Russia, VO code 60070 is to be used.

Please find below example of field 70 with VO code:

:70:/NZIP/((VO60070)) FX SETTLEMENT

CitiDirect format of „Payment details” with VO code is:

NZIP/((VO60070)) FX SETTLEMENT

Here is a list of most frequently used codes for purposes of payment that is also required to be indicated in your instructions:

- Own funds transfer;
- Payment for services provided under Invoice No.____ dated ____;
- Time Deposit Settlement;
- Internal Funds transfer for further credit to account No.____ of the customer "name";
- Payment for computer equipment due to Invoices No.____ dated ____;
- and etc.



According to Russian regulations VO code is mandatory information for every outgoing RUB payment of a non-resident company. It is the responsibility of the remitter to provide VO code. In case there is no VO code indicated on your instruction, it will be considered null and void.

Should you have any question related to the above, please call your relationship manager or your customer service representative.

Thank you for your kind cooperation.

Budapest, October, 2010

Yours faithfully,
Citibank Europe plc Hungarian Branch Office