

## Collection

COLLECTION – file from the creditor to the bank

### Change log

Version	Date	Edit
1	14.11.2004	Document created.
2	25.03.2006	Updated with a new version of print.
3	19.04.2007	Description updated.
4	14.04.2009	Description updated. Description of field 64 and 65 is specified. Code 2 is added and the description of code 1 is changed in field 11. Collection type ‘ Blank’ in field 7 is not allowed anymore. Code 1 in field 11 is not allowed anymore. Field 10 is not used anymore. Field 61 is now alphanumeric and used for PBS registration data.
4.1	24.06.2009	Field 36: Number of positions has been changed to 40.
4.2	30.12.2009	Field 60: It is conditional. Description is updated. Column No. of Pos. has been changed to Length. Field 44 and 51 are mandatory for DK Direct Debit (LeverandørService) Field 65: The structured information in field 8 has been changed to Buyer’s order number. Field 30: The description for printed invoices has been changed.
4.2	12.4.2010	Field 28: The length has been changed from 15 to 25.
4.3	30.06.2010	Field 25 is now alphanumeric.
4.4	13.10.2010	Field 38: The length has been changed from 20 to 12. Field 39: The length has been changed from 20 to 10.

This file is sent by the creditor to the bank.

This table describes how to construct comma-separated records for collections.

- There must be one record per collection. More than one collection type can be submitted in the same file.
- The fields in a record must be separated by a comma (,).
- Every record must end with a semi-colon (;).
- Record 64 must end with a semi-colon (;) if field 65 is not to be applied.
- Alphanumerical fields must begin and end with quotation marks (“”) even if there are no contents. This does **not** apply for field 65.
- Quotation marks must not be used in the individual fields.
- Fields are Required=Y (yes), Not required=N (no) or Conditional=C. If a field is required, it must be filled out.

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### **Length of fields (Length):**

The individual fields have no fixed length. Therefore it is not necessary to put a blank space or 0 before or after the contents of a field. The *maximum* length is written in the description for each field.

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Field No.	Field name	Length	Format	Required	Description
1	Function	10	Alphanum	Y	Command for collection. Constant: COLLECTION
2	Version	2	Num	Y	Constant: 02
3	CS creditor number	10	Num	Y	CS (Collection Service) creditor number. The agreement number between Danske Bank and creditor. See Collection Service Implementation Guide section 5.1.
4	Test marking	1	Alphanum	N	If the field is filled out with '1' the collection is regarded as a test and will not be executed. It will, however, be possible to order a status message.
5	Status message	1	Alphanum	N	See Collection Service Implementation Guide section 10. Blank: No electronic status message ordered 1: Electronic status message ordered (all) 2: Negative electronic status message ordered 3: Positive electronic status message ordered
6	Document type	5	Alphanum	Y	The type of document. Examples: INV01: Invoice (Debit) INV02: Invoice (Credit) – can be combined with collection type 011 and 110. See Collection Service Implementation Guide section 12.9. INV70-INV90: Payment reason code for Finnish Direct Debit (only used with collection type 401). See Collection Service Implementation Guide section 8.14.
7	Collection type	3	Alphanum	Y	010: Collection – Collection Service decides the collection type. See Collection Service Implementation Guide section 8.1.

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Field No.	Field name	Length	Format	Required	Description
					011: Collection with account number (printed invoice with IBAN/BIC) 050: Reversal – Collection Service decides the type of reversal 051: Reversal via account transfer  101: DK Direct Debit (BetalingsService) 102: DK In-payment form (FIK/GIK) 103: DK Direct Debit (LeverandørService) 104: DK e-invoice (OIOXML) and In-payment form (FIK/GIK) 105: DK e-invoice (OIOXML) and Direct Debit (LeverandørService) 106: DK e-invoice (OIOXML) and Direct Debit (BetalingsService) 110: DK e-invoice (OIOXML) and account number 107: DK e-invoice (e faktura) and In-payment form (FIK/GIK) 108: DK e-invoice (e faktura) and Direct Debit (LeverandørService) 111: DK e-invoice (e faktura) and account number 121: DK Reversal via Direct Debit (BetalingsService) 122: DK Reversal via cheque 123: DK Reversal via Direct Debit (LeverandørService)  201: NO Direct Debit (AvtaleGiro) 202: NO In-payment form (KID) 203: NO Direct Debit (Autogiro) 204: NO e-invoice B2C (eFaktura) 221: NO Reversal via cash payment  301: SE Direct Debit (Autogiro) 302: SE In-payment form (OCR)

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Field No.	Field name	Length	Format	Required	Description
					<p>303: SE e-invoice B2C (e-faktura)            321: SE Reversal via Direct Debit (Autogiro)            322: SE Reversal via Money order (utbetalningskort)</p> <p>401: FI Direct Debit            402: FI In-payment form (OCR)</p> <p>501: PL Direct Debit</p> <p>601: DE Lastschrift (Abbuchungsauftrag)            603: DE Lastschrift (Einzugsermächtigung)            701: UK Direct Debit (First Payment)            702: UK Direct Debit (Standard/Normal Payment)            703: UK Direct Debit (Representation Payment)            704: UK Direct Debit (Final Payment)</p> <p>801: IE Direct Debit (First Payment)            802: IE Direct Debit (Standard/Normal Payment)            803: IE Direct Debit (Representation Payment)            804: IE Direct Debit (Final Payment)</p>
8	Technical reference	35	Alphanum	Y	<p>The creditor's own unique reference for the collection. The reference is quoted in the status message.</p> <p>Duplicate control is made of the technical references. If a collection accepted previously is found with the same technical reference, then the collection is rejected.</p>
9	Alternative collection type	3	Alphanum	N	<p>Can only be used as an alternative to collections via Direct Debit. Possible values:</p> <p>Blank: No alternative collection            102: DK In-payment form (FIK/GIK)            202: NO In-payment form (KID)            302: SE In-payment form (OCR)</p>

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Field No.	Field name	Length	Format	Required	Description
					402: FI In-payment form (OCR)
10	Not used	1	Alphanum	N	Blank
11	Address validation	1	Alphanum	N	Blank: Validation of the debtor's address (field 44-51). See Collection Service Implementation Guide section 8.11. 2: No validation of the debtor's address
12	Creditor's account number	35	Alphanum	C	The creditor's account number. This field is validated against the information registered in Collection Service/ Business Online. See Collection Service Implementation Guide section 8.5. The field <b>must</b> be filled in the cases below: Collection type: 011: Collection with account number: Indicates the account the debtor has to credit. 103 and 123: DK Direct Debit (LeverandørService): It is possible to state any alternative creditor account. This must be registered in the agreement made with PBS. 401: FI Direct Debit: Used to indicate the service code and account number. The first 9 is the service code, the next 14 is the account number. 701-704 and 801-804: UK/IE Direct Debit: Used to indicate the BACS/EFTS code and account number. The first 6 is the BACS/EFTS code, the next 6 is the branch sort code and the last 8 is the account number. The field <b>has</b> to be filled in: Reversal: Indicates the debit account.
13	Payment date	8	Num	Y	The payment date in the format: YYYYMMDD

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Field No.	Field name	Length	Format	Required	Description
					<p>Direct Debit: The date when the amount has to be debited.</p> <p>Printed invoices: The date indicated as payment date.</p> <p>Credit note: See Implementation Guide section 8.6</p>
14	Payment date text	20	Alphanum	N	<p>Indicates the text used instead of the standard text 'Payment date'.</p> <p>See Collection Service Implementation Guide section 12.10.</p>
15	Date type	1	Alphanum	Y	<p>Indicates which payment date must be used, if the date in field 13 is not a banking day.</p> <p>1: The indicated date 2: The indicated date or the first coming banking day</p>
16	Invoice date	8	Num	C	<p>The invoice date in the format: YYYYMMDD</p> <p>If blank, the bank writes the date when the invoice is printed.</p> <p>The field <b>must</b> be filled in for: DK e-invoice (OIOXML/efaktura) SE e-invoice B2C (e-faktura)</p> <p>The field <b>can</b> be used for: Printed invoices</p> <p>Credit note: See implementation Guide section 8.7</p>
17	Invoice date text	20	Alphanum	N	<p>Indicates the text used instead of the standard text 'Invoice date'.</p> <p>See Collection Service Implementation Guide section 12.10.</p>
18	Day of delivery	8	Num	N	<p>The delivery date in the format: YYYYMMDD</p> <p>The field <b>can</b> be used for: Printed invoices DK e-invoice (OIOXML/efaktura)</p>

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Field No.	Field name	Length	Format	Required	Description
19	Day of delivery text	20	Alphanum	N	Indicates the text used instead of the standard text 'Day of delivery'. See Collection Service Implementation Guide section 12.10.
20	Order date	8	Num	C	The order date in the format: YYYYMMDD The field <b>must</b> be filled in for: DK OIOXML The field <b>can</b> be used for: Printed invoices DK e-invoice (elfaktura)
21	Net Amount	14	Num	C	The amount excl. VAT. The amount is stated in the smallest unit of each currency. Example: 200 DKK = 20000 ( <i>øre</i> ) The field <b>must</b> be filled for: DK e-invoice (OIOXML) The field <b>can</b> be used for: Printed invoices DK e-invoice (elfaktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura)
22	VAT per cent	4	Num	C	The VAT percentage. Example: 25 (as for 25%). The field <b>must</b> be filled in for: DK e-invoice (OIOXML)
23	Amount	14	Num	Y	The amount to be debited /collected/reversal (without separators). The amount is stated in the smallest unit of each currency. Example: 200 DKK = 20000 ( <i>øre</i> )

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Field No.	Field name	Length	Format	Required	Description
24	Currency	3	Alphanum	Y	The currency code. (ISO 4217) The currency in which the collection is denominated.
25	Payment identification	25	Alphanum	Y	The payment identification/originator's reference according to local rules. See Collection Service Implementation Guide section 8.3.
26	Debtor ID	25	Alphanum	Y	The debtor ID (debtor's customer number) must be stated. See Collection Service Implementation Guide section 8.8.
27	Debtor ID text	20	Alphanum	N	Indicates the text used instead of the standard text 'Customer number'. See Collection Service Implementation Guide section 12.10.
28	Invoice number	25	Num	C	The number of the invoice. The field <b>must</b> be filled in for: DK OIOXML/efaktura SE e-invoice B2C (e-faktura) The field <b>can</b> be used for: NO e-invoice B2C (eFaktura) Printed invoices
29	Invoice number text	20	Alphanum	N	Indicates the text used instead of the standard text 'Invoice number'. See Collection Service Implementation Guide section 12.10.
30	Order number	20	Alphanum	N	Sellers order number. The field <b>can</b> be used for: Printed invoices/DK e-invoice (OIOXML/DK efaktura) If buyer's order number (Field 41) is filled in, then

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Field No.	Field name	Length	Format	Required	Description
					this field won't be on the printed invoice.
31	Order number text	20	Alphanum	N	Indicates the text used instead of the standard text 'Order number'. See Collection Service Implementation Guide section 12.10.
32	Seller's reference	20	Alphanum	N	Sellers reference. The field <b>can</b> be used for: DK e-invoice (OIOXML/efaktura) Printed invoices
33	Seller's reference text	20	Alphanum	N	Indicates the text used instead of the standard text 'Our reference'. See Collection Service Implementation Guide section 12.10.
34	Terms of delivery	40	Alphanum	N	Terms of delivery. The field <b>can</b> be used for: DK e-invoice (OIOXML/efaktura) Printed invoices
35	Terms of delivery text	30	Alphanum	N	Indicates the text used instead of the standard text 'Terms of delivery'. See Collection Service Implementation Guide section 12.10.
36	Terms of Payment	40	Alphanum	N	Terms of payment. The field <b>can</b> be used for: DK e-invoice (OIOXML/efaktura) Printed invoices
37	Terms of Payment text	20	Alphanum	N	Indicates the text used instead of the standard text 'Terms of payment'. See Collection Service Implementation Guide section 12.10.

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Field No.	Field name	Length	Format	Required	Description
38	Buyer's CVR number	12	Alphanum	C	<p>The buyer's Danish CVR number.</p> <p>The field <b>must</b> be filled in for: DK e-invoice (OIOXML)</p> <p>The field <b>can</b> be used for: DK e-invoice (elfaktura) Printed invoices</p>
39	VAT number	10	Alphanum	C	<p>The seller's VAT number.</p> <p>The field <b>must</b> be filled in for: DK e-invoice (elfaktura)</p> <p>The field <b>can</b> be used for: DK e-invoice (OIOXML) Printed invoices</p>
40	Buyer's EAN number	20	Alphanum	C	<p>The buyer's EAN number.</p> <p>The field <b>must</b> be filled in: DK e-invoice (OIOXML/elfaktura)</p> <p>The field <b>can</b> be used for: Printed invoices</p>
41	Buyer's order number	20	Alphanum	C	<p>The buyer's order number.</p> <p>The handling of collected invoices is voluntary, but can be agreed by the parties involved.</p> <p>If the invoice requires payment of several requisitions and/or order numbers, this field must state:</p> <p>“Linjespecificeret” (trans.: line specified) and field 65, 8 must be filled in with the buyer's order number at InvoiceLine level.</p> <p>If the invoice only requires payment of one requisition, this field must be filled in with the buyer's order number.</p>

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Field No.	Field name	Length	Format	Required	Description
					The field <b>must</b> be filled in for: DK e-invoice (OIOXML) The field <b>can</b> be used for: DK e-invoice (efaktura) Printed invoices
42	Buyer's reference	20	Alphanum	C	The buyer's reference. The field <b>must</b> be filled in for: DK e-invoice (OIOXML) The field <b>can</b> be used for: DK e-invoice (efaktura) Printed invoices
43	Debtor language code	2	Alphanum	Y	Language code (ISO 639-1) used to select the language of fixed text on printed invoices sent to the debtor. See Collection Service Implementation Guide section 8.10.
44	Debtor address 1	35	Alphanum	C	Person and/or company name. The field <b>must</b> be filled in for: DK Direct Debit (LeverandørService) DK e-invoice (OIOXML/ efaktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices
45	Debtor address 2	35	Alphanum	N	Continuation of address line 1.
46	Debtor address 3	35	Alphanum	C	Street name, house number, floor etc. The field <b>must</b> be filled in for: DK e-invoice (OIOXML/ efaktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura)

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Field No.	Field name	Length	Format	Required	Description
					Printed invoices Note: for collection type DK e-invoice (OIOXML), the house number must be entered in field 48.
47	Debtor address 4	35	Alphanum	N	Continuation of address line 3.
48	Debtor house number	25	Alphanum	C	House number, floor etc. The line is part of address line 3. Together, the two address lines must not exceed 35 characters. The house number can be entered <b>once</b> in either field 46 or 48. The field <b>must</b> be filled in for: DK e-invoice (OIOXML) The field <b>can</b> be used for: DK e-invoice (e faktura) Printed invoices
49	Debtor postal code	8	Alphanum	C	Postal code. The field <b>must</b> be filled in for: DK e-invoice (OIOXML/e faktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices
50	Debtor city	35	Alphanum	C	City name. The field <b>must</b> be filled in for: DK e-invoice (OIOXML/e faktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices
51	Debtor country	2	Alphanum	C	Country code (ISO 3166). The field <b>must</b> be filled in for: DK Direct Debit (LeverandørService) DK e-invoice (OIOXML/e faktura)

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Field No.	Field name	Length	Format	Required	Description
					SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices.
52	Delivery address 1	35	Alphanum	N	Person-/company name. The field <b>can</b> be used for: DK e-invoice (OIOXML/e faktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices
53	Delivery address 2	35	Alphanum	N	Continuation of address line 1.
54	Delivery address 3	35	Alphanum	N	Street name, house number, floor etc. The field <b>can</b> be used for: DK e-invoice (OIOXML/e faktura) SE e-invoice B2C (e-faktura) NO e-invoice B2C (eFaktura) Printed invoices
55	Delivery address 4	35	Alphanum	N	Continuation of address line 3.
56	Delivery house number	25	Alphanum	C	House number, floor etc. The line is part of address line 3. Together, the two address lines must not exceed 35 characters. The house number can be entered <b>once</b> in field 54 or 56. The field <b>must</b> be filled in if delivery address field is completed: DK e-invoice (OIOXML) The field <b>can</b> be used for: DK e-invoice (e faktura) Printed invoices
57	Delivery postal	8	Alphanum	N	Postal code

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Field No.	Field name	Length	Format	Required	Description
	code				The field <b>can</b> be used for: DK e-invoice (OIOXML/e faktura) Printed invoices
58	Delivery city	35	Alphanum	N	City name The field <b>can</b> be used for: DK e-invoice (OIOXML/e faktura) Printed invoices
59	Delivery country	2	Alphanum	N	Country code (ISO 3166). The field <b>can</b> be used for: DK e-invoice (OIOXML/e faktura) Printed invoices
60	Debtor's account number	35	Alphanum	C	The field <b>must</b> be filled in for all the collection types below: FI Direct Debit: Account number length is 14. DE Direct Debit: Account number length is 18, of which the first 8 digits are the branch sort code, and the last 10 the account number. UK/IE Direct Debit: Account number length is 14, of which the first 6 digits are the branch sort code, and the last 8 the account number. PL Direct Debit: IBAN Reversal via account transfer: Debtor's account number.
61	PBS registration data	13	Alphanum	N	Blank: PBS registration data – Customer number, debtor group and PBS number – on the printed DK In-payment form (OCR). NONAUTOPBS: No PBS registration data on the printed DK In-payment form (OCR).
62	Creditor's name	35	Alphanum	C	Name of the creditor. DK Direct Debit (Betalingsservice): The first text

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Field No.	Field name	Length	Format	Required	Description
					<p>line of the Payment Summary. If there is no text, the name of the debtor group will be stated in the first text line.</p> <p>The field <b>must</b> be filled in for: UK/IE Direct Debit</p>
63	Debtor text heading	50	Alphanum	N	<p>The heading of printed invoices.</p> <p>See Collection Service Implementation Guide section 8.13.</p> <p>Message to be printed on the debtor's account statement for Finnish Direct Debits. Up to 23 characters.</p> <p><b>Not</b> used for: DK Direct Debit (Betalingsservice)</p>
64	Information code	1	Num	Y	<p>1: Structured information – the text lines are filled in according to a certain structure. See description of field 65.</p> <p>2: Unstructured information – no advice.</p> <p>The creditor may choose between structured or unstructured information in printed invoices.</p> <p>Choose code 1</p> <ul style="list-style-type: none"> <li>if field 65 is to be filled in with structured information</li> <li>for DK e-invoice (OIOXML/e faktura) as these formats contain structured invoice lines only</li> </ul> <p>Choose code 2</p> <ul style="list-style-type: none"> <li>if field 65 is to be filled in with unstructured information.</li> <li>if no advice is required. Field 64 must end with a semi-colon.</li> </ul>
65 -	Debtor text	See	Alphanum	N	The creditor's invoice/pre-notification to the debtor.

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Field No.	Field name	Length	Format	Required	Description
10064	line(s)	description			<p>See Collection Service Implementation Guide section 8.13.</p> <p><b>The structured information</b> is a sub-definition of a debtor text line divided into 8 fields separated by #.</p> <p>Field 1: Item ID (max 20 char.)</p> <p>Field 2: Description (max 150 char.)</p> <p><b>Note:</b> DK e-invoice (e faktura) (max 100 char.)</p> <p>Field 3: Quantity (max. 20 char.) For collection type DK e-invoice (OIOXML). This field <b>must</b> be numeric.</p> <p>Field 4: Units (max. 10 char.)</p> <p>Field 5: Tax percentage. Must be numeric</p> <p>Field 6: Unit price excl. VAT. Must be stated in <i>øre</i> (max. 15 digits)</p> <p>Field 7: Amount excl. VAT. Must be stated in <i>øre</i> (max. 15 digits). Unit multiplied with unit price (field 3*field 6). Not calculated automatically.</p> <p>Field 8: Buyer's order number (max. 20 char.)</p> <p><b>Example on structured information:</b></p> <p>“26253#Description text1 text2 text3 text4#20#Stk#25#10000#200000#Order No”</p>