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Independent Authority
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File Specifications for Means of Payment Declarations by Acquirers Version 1.3.1

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1 Change History

Version	Date	Description
1.0.0	13/9/2023	Initial Version
1.1.0	12/10/2023	Addition of IBAN to the unique key Addition of common record modification scenarios Addition of further submitted-file specifications
1.2.0	5/7/2024	Addition of the Account Type selection field
1.3.1	13/11/2024	Addition of an optional line for company mergers
1.3.1	6/3/2026	Addition of a new IBAN modification scenario

2 General File Specifications for Submission

When submitting the declaration file, the following general specifications must be followed so that it can be correctly transmitted to AADE.

1. The CSV file encoding must be UTF-8 without BOM
2. Fields are separated by the semicolon character (;)
3. Field values may optionally be enclosed in double quotation marks ("")
4. File names must use Latin characters
5. CSV files are uploaded in compressed ZIP format
6. The ZIP file must contain only one CSV file
7. The submitted file must include only the changes made during the reporting period (Δ).
8. If no change has occurred during the reporting period, no submission is required.

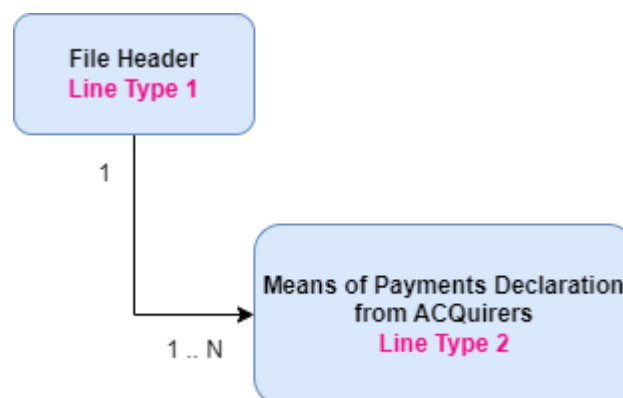


Figure 1. CSV File Hierarchy for Acquirers1

3 Unique Identification of Declarations – Handling of Changes

A declaration is uniquely identified, per Acquirer, by the combination of the payment services user TIN, MID, TID and account number fields. Consequently, these fields cannot be amended. The declaration must first be deactivated and a new declaration must then be submitted with the new data. Where an Acquirer reuses identifier, a combination may be used provided that no active record exists with those details.

The following are common modification scenarios and how they should be handled.

3.1 I have submitted a contract declaration and the contract is expiring. How do I declare the contract expiration?

In this case, you must submit an amendment declaration (Declaration Type = 2), specifying the contract expiration date. For example:

Initial record: 2;1;123456789;Payment Services
User;GR1002600100000490200000000;12345672;987654323;01/03/2023;
;GR;987654321;NSP

Expiration record: 2;2;123456789;Payment Services
User;GR1002600100000490200000000;12345672;987654323;01/03/2023;
05/10/2023;GR;987654321;NSP

3.2 A contract has expired and a new contract is subsequently created with the same unique identification fields. How is the new contract declared?

In this case, submit a new declaration (Declaration Type = 1). The contract start date must be later than the expiration date of the previous contract.

Once this is done, the expired declaration can no longer be modified.

3.3 A terminal changes merchant during the reporting period. How should this change be declared?

First, submit an amendment declaration using indicator 2 for the previous merchant's record and specify the deactivation date. Then, using indicator 1, declare the terminal's new merchant together with all fields that uniquely identify the record.

3.4 I have submitted a declaration and subsequently discover an error in one of the unique identification fields. How do I cancel the declaration?

In this case, you must submit a cancellation declaration (Declaration Type = 3), with all other details identical to the declaration you wish to cancel, except for the business name, which may differ. For example:

Initial record: 2;1;123456789;Payment Services
User;GR1002600100000490200000000;12345672;987654323;01/03/2023;
;GR;987654321;NSP

Cancellation record: 2;3;123456789;Payment Services
User;GR1002600100000490200000000;12345672;987654323;01/03/2023;
;GR;987654321;NSP

You may then submit a new contract declaration with the same details.

3.5 I need to change the declared IBAN for a customer for whom I have already submitted a declaration to the Registry. How should I declare this change?

An amendment record (Declaration Type = 2) must be submitted, specifying as the expiration date the date on which the previous IBAN ceased to be valid.

For example:

Expiration record: 2;2;123456789;Payment Services
User;GR1002600100000490200000000;12345672;987654323;01/01/2025;
05/03/2026;GR;987654321;NSP

A new record (Declaration Type = 1) must then be submitted to declare the new IBAN, using as the start date the date on which the new IBAN became effective.

For example:

New record: 2;1;123456789;Payment Services
User;GR1008900100000879630000000;12345672;987654323;06/03/2026;
;GR;987654321;NSP

4 Description of File Lines for Means of Payment Declarations by Acquirers

Table 1. Description of File Lines for Means of Payment Declarations by Acquirers.1

File Header				
No.	Short Description	Format	Mandatory	Accepted Values
1.1	Line Type	Number	YES	1
1.2	Acquirer Country Country of the Acquirer's registered office or permanent establishment	Alphanumeric	YES	Country code (2 characters according to ISO 3166-1)
1.3	Acquirer TIN Tax Identification Number of the Acquirer. For Acquirers established outside Greece, another functionally equivalent identification number may be used, e.g. TIN: Tax Identification Number.	Alphanumeric	YES	
1.4	Acquirer BIC If available, it must be provided	Alphanumeric	NO	
1.5	Acquirer Business Name	Alphanumeric	YES	
1.6	File Layout Version The version of the file specifications published on the AADE website	Alphanumeric	YES	1.3.1
Optional Line in the Event of a Company Merger				
No.	Short Description	Format	Mandatory	Accepted Values
11.1	Line Type	Number	YES	11
11.2	Action	Number	YES	1 = Means of Payment Declaration 2 = Declaration of Transfer of Means of Payment due to Merger
11.3	Acquirer Country	Alphanumeric	YES (if Action 2 has been	Country code (2 characters

	Country of the registered office or permanent establishment of the Acquirer being merged		selected in field 11.2)	according to ISO 3166-1)
11.4	Acquirer TIN Tax Identification Number of the Acquirer being merged. For providers established outside Greece, another functionally equivalent identification number may be used.	Alphanumeric	YES (if Action 2 has been selected in field 11.2)	
11.5	Merger Date	Date	YES (if Action 2 has been selected in field 11.2)	Accepted date format: DD/MM/YYYY

Means of Payment Declarations by Acquirers

No.	Short Description	Format	Mandatory	Accepted Values
2.1	Line Type	Number	YES	2
2.2	Declaration Type Means of payment declaration indicator	Number	YES	1 = new declaration 2 = declaration amendment (1) 3 = declaration deletion (2) 4 = ownership transfer with NSP modification following a merger (4) 5 = ownership transfer without NSP modification following a merger (5)
2.3	Payment Services User TIN	Number	YES	9 characters
2.4	Payment Services User Business Name	Alphanumeric	YES	
2.5	Account Type	Number	YES	1 = IBAN 2 = Viva Wallet ID

2.6	Account Number Payment account identifier associated with the means of payment	Alphanumeric	YES	The value declared must correspond to the selection made in field 2.5
2.7	Merchant ID Payment Services User ID (destination Merchant ID – MID) as maintained in the Acquirer's systems	Alphanumeric	YES	TR100 ⁽³⁾
2.8	Terminal ID Terminal identification number (destination Terminal ID – TID Acquirer) of the means of payment, as maintained in the Acquirer's systems.	Alphanumeric	YES	TR100 ⁽³⁾
2.9	Contract Start Date Start date of the means of payment agreement between the Acquirer and the Payment Services User or, alternatively, the date on which the Acquirer created the user's payment profile.	Date	YES	Accepted date format: DD/MM/YYYY
2.10	Contract Expiration Date Expiration date of the means of payment agreement between the Acquirer and the Payment Services User, where applicable, or alternatively the date on which the Acquirer deactivated the user's payment profile.	Date	NO	Accepted date format: DD/MM/YYYY
2.11	NSP Country Country of the NSP's registered office or permanent establishment	Alphanumeric	YES	Country code (2 characters according to ISO 3166-1)
2.12	NSP TIN Tax Identification Number of the NSP. For NSPs established outside Greece, another functionally equivalent identification number may be used, e.g. TIN: Tax Identification Number.	Alphanumeric	YES	
2.13	NSP Business Name	Alphanumeric	YES	

(1) Indicator 2 is used to declare changes to a terminal, except for the fields that uniquely identify it (user TIN, MID, TID, Account Number).

(2) A declaration is deleted only in the event of an error in the fields that uniquely identify it, as these fields cannot be modified.

(3) MID or TID values may appear in different formats, e.g. 12345, 00012345 or 0000012345. To prevent data reconciliation issues between Acquirers and NSPs, these formats are considered equivalent and leading zeros are ignored. If an MID or TID consists only of zeros, its normalized value is 0.

(4) Indicators 4 and 5 represent merger requests and specify that the submission contains records of another provider that the declaring provider requests to acquire. The records must match those held in the Registry for the company being merged, except for the fields relating to the NSP: Means of Payment Provider Country, Means of Payment Provider TIN and Means of Payment Provider Business Name. These fields may be changed according to the needs of the merger.

Indicator 4 is selected when the affiliated NSP is also modified. The new details must correspond to the provider that will assume ownership.

Indicator 5 is selected when the affiliated NSP is not modified. It is used when a third legal entity not involved in the succession process, or the legal entity receiving the succession, has been declared.

Example of a declaration by an Acquirer:

```
1;GR;126621750;;PAYMENT SERVICE PROVIDER BUSINESS NAME;1.3.1
2;1;432506910;USER BUSINESS NAME
1;GR0902601780000880201215439;12345670;987654321;05/11/2022;;GR
;900239597;NSP BUSINESS NAME 1
2;1;432506910;USER BUSINESS NAME
1;GR4001102120000021200984181;12345671;987654322;01/03/2023;;GR
;904954086;NSP BUSINESS NAME 2
2;1;448925613;USER BUSINESS NAME
2;GR1002600100000490200181118;12345672;987654323;01/03/2023;11/
05/2023;GR;900239597;NSP BUSINESS NAME 1
2;1;448925613;USER BUSINESS NAME
2;GR2601722270005227105726433;12345673;987654324;11/03/2023;;GR
;904954086;NSP BUSINESS NAME 2
2;1;817776299;USER BUSINESS NAME
3;GR8008700210000300002898024;12345674;987654325;21/02/2023;;GR
;904954086;NSP BUSINESS NAME 2
```