



AAΔE

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

ATHENS, 21 NOVEMBER 2024

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1 Change History

Version	Date	Description
1.0.0	13/9/2023	Initial Version
1.0.1	12/10/2023	Addition of common record modification scenarios Addition of further submitted-file specifications
1.1.0	18/4/2024	Addition of values to Table 3 – EFT/POS Software Status Minor corrections to references
1.1.1	23/8/2024	Addition of a new value to Table 2 – Type of Means of Payment
1.2.0	13/11/2024	Addition of an optional line for company mergers
1.3.0	17/3/2025	Addition of a new line for the special handling of type 6 terminals – Virtual POS
1.3.1	21/11/2025	Addition of IRIS support values to Table 3 – EFT/POS Software Status

2 General Specifications for the Submitted File

When submitting the declaration file, the following general specifications must be followed to ensure that it is 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.

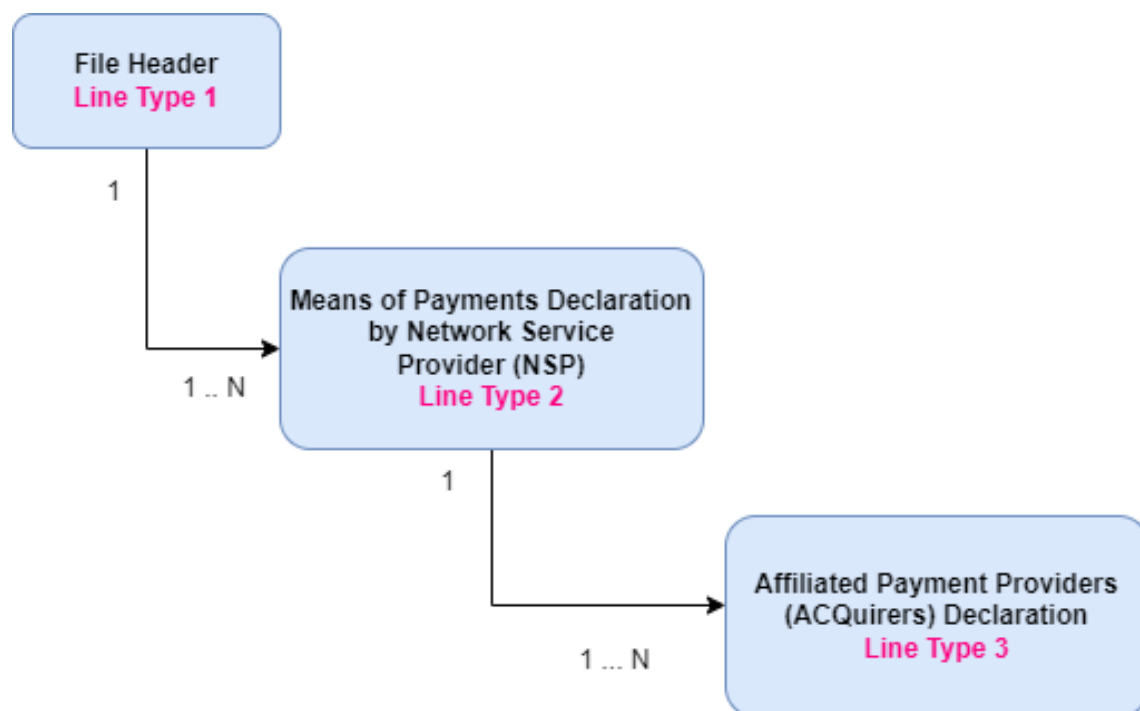


Figure 1. CSV File Hierarchy for NSPs

3 Unique Identification of Declarations – Handling Changes to Data

NSP declarations are uniquely identified as follows:

- Per NSP, by the combination of the payment services user TIN, MID and TID fields.
- Per NSP and means of payment, by the combination of the Acquirer fields (country and TIN), MID and TID.

Where an NSP reuses identifiers, 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 A contract has expired and a new contract is subsequently created with the same unique fields. How is the new contract declared?

In this case, submit a new declaration (Declaration Type = 1).

The contract activation date must be later than the expiration date of the previous contract.

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

Note: In declarations of affiliated accounts per terminal, lines are uniquely identified by the combination of Acquirer Country, Acquirer TIN, MID and TID.

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

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

Initial record: 2;1;123456789;Payment Services

User;1111111;2222222;1;05/11/2022;;0;

Expiration record: 2;1;123456789;Payment Services

User;1111111;2222222;1;05/11/2022;01/03/2023;0;

3.3 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) containing the same information as the original declaration. There is no need to submit the associated contracts, as they will be automatically rejected.

Example:

Initial record: 2;1;123456789;Payment Services

User;1111111;2222222;1;05/11/2022;;0;

Cancellation record: 2;3;123456789;Payment Services

User;1111111;2222222;1;05/11/2022;;0;

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

3.4 I am replacing a terminal (new source ID), while its contracts with Acquirers remain active and will be transferred to the new terminal. How should this change be declared?

Declare the deactivation of the old terminal using indicator 2 and its deactivation date, without the contract information. Then submit a new declaration using indicator 1 for a new record with the new source ID and the current contract information.

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

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

File Header				
No.	Short Description	Format	Mandatory	Accepted Values
1.1	Line Type	Number	YES	1
1.2	NSP Country Country of the NSP's registered office or permanent establishment	Alphanumeric	YES	Country code (2 characters according to ISO 3166-1)
1.3	NSP TIN Tax Identification Number of the NSP. For providers established outside Greece, another functionally equivalent identification number may be used	Alphanumeric	YES	
1.4	NSP Business Name	Alphanumeric	YES	
1.5	File Specification 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	NSP Country Country of registered office or permanent establishment of the NSP being merged	Alphanumeric	YES (if Action 2 has been selected in field 11.2)	Country code (2 characters according to ISO 3166-1)
11.4	NSP TIN Tax Identification Number of the NSP 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
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Means of Payment Declaration by a Network Service Provider (NSP)

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 (3) 4 = change of ownership (5)
2.3	Payment Services User TIN	Number	YES	9 characters
2.4	Payment Services User Business Name	Alphanumeric	YES	
2.5	Merchant ID Payment Services User ID (source Merchant ID - MID) as maintained in the NSP systems (NSP)	Alphanumeric	YES	TR100(4)
2.6	Terminal ID Terminal identification number (source Terminal ID – TID) of the means of payment, as maintained in the NSP systems.	Alphanumeric	YES	TR100(4)
2.7	Type of Means of Payment	Number	YES	See Table 2
2.8	Means of Payment Activation Date	Date	YES	Accepted date format: DD/MM/YYYY
2.9	Means of Payment Deactivation Date	Date	NO	Accepted date format: DD/MM/YYYY
2.10	EFT/POS Software Status	Number	YES	See Table 3
2.11	EFT/POS Software Update Date	Date	CONDITIONAL (see Table 3 notes)	Accepted date format: DD/MM/YYYY

Parent Entity Declaration for Terminal Type 6 – Virtual POS (8)

No.	Short Description	Format	Mandatory	Accepted Values
21.1	Line Type	Number	YES	21
21.2	Payment Services User TIN	Number	YES	9 characters

21.3	Merchant ID of the Parent Terminal Payment Services User ID (source Merchant ID - MID) as maintained in the NSP systems (NSP)	Alphanumeric	YES	TR100(4)
21.4	Terminal ID of the Parent Terminal Terminal identification number (source Terminal ID – TID) of the means of payment, as maintained in the NSP systems.	Alphanumeric	YES	TR100(4)

Affiliated Payment Service Providers (Acquirers)

No.	Short Description	Format	Mandatory	Accepted Values
3.1	Line Type	Number	YES	3
3.2	Declaration Type Means of payment declaration indicator	Number	YES	1 = new declaration 2 = declaration amendment (2) 3 = declaration deletion (3) 4 = with modification of the affiliated Acquirer after the merger (6) 5 = without modification of the affiliated Acquirer after the merger (7)
3.3	Payment Service Provider Country Country of the Payment Service Provider's registered office or permanent establishment	Alphanumeric	YES	2 characters (ISO 3166-1)
3.4	Payment Service Provider TIN Tax Identification Number of the Payment Service Provider. For providers established outside Greece, another functionally equivalent identification number may be used	Alphanumeric	YES	
3.5	Payment Service Provider BIC If available, it must be provided	Alphanumeric	NO	
3.6	Payment Service Provider Business Name	Alphanumeric	YES	

3.7	Merchant ID Payment Services User ID (destination Merchant ID – MID Acquirer) as maintained in the Payment Service Provider systems (ACquirer)	Alphanumeric	YES	TR100(4)
3.8	Terminal ID Terminal identification number (destination Terminal ID – TID Acquirer) of the means of payment, as maintained in the Acquirer systems.	Alphanumeric	YES	TR100(4)
3.9	Means of Payment Activation Date (by NSP)	Date	YES	Accepted date format: DD/MM/YYYY
3.10	Means of Payment Deactivation Date (by NSP)	Date	NO	Accepted date format: DD/MM/YYYY

General Notes:

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

(2) Indicator 2 is used to declare changes to a contract, except for the fields that uniquely identify it (Acquirer Country, Acquirer TIN, MID, TID).

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

Notes on the Provider Merger Process:

(4) MID or TID values may appear in different formats, e.g. 12345, 00012345, 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.

(5) Indicator 4 represents a merger request and specifies 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 affiliated Acquirer fields in line type 3: Payment Service Provider Country, Payment Service Provider TIN, Provider BIC and Payment Service Provider Business Name. These fields may be changed according to the needs of the merger.

(6) Indicator 4 follows a request to change terminal ownership due to a merger and is selected when the affiliated Acquirer is also modified. The Acquirer TIN must change.

(7) Indicator 5 follows a request to change terminal ownership due to a merger and is selected when the affiliated Acquirer 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.

Notes on the Virtual POS Declaration:

(8) Line type 21 is completed only when terminal type 6 – Virtual POS has been selected in field 2.7. These lines declare the TIN, MID and TID of the Parent POS to which the Virtual POS in line 2 belongs. The following restrictions apply:

1. Line type 21 is mandatory for Virtual POS terminals for all registry actions, not only for the initial Parent POS declaration.
2. Each Virtual POS must have a unique parent.
3. The Parent POS cannot be of the Virtual POS type.
4. The Parent POS cannot be changed. In the event of an error, the Virtual POS must be deleted and resubmitted.

5. If a Virtual POS already exists in the registry without a declared Parent POS, the Parent POS may be added through an amendment declaration in line 2 (Action 2), with mandatory inclusion of line 21. The amendment may be submitted even if there are no other changes to line 2, meaning that error “3003”: “No changes found” will not be displayed. This applies only to existing Virtual POS terminals without a declared Parent POS, and not to future registrations.

6. For a Virtual POS with a successfully declared Parent POS, the terminal type (pos_kind) cannot be modified.

7. The operating period of the Virtual POS, as defined by its activation and deactivation dates, must fall within the corresponding operating period of the Parent POS.

8. Before a Parent POS is deactivated or deleted, all associated Virtual POS terminals must first be deactivated or deleted. These procedures must be performed in strict sequence, whether in the same or separate submissions.

Example of an NSP declaration:

```
1;GR;117173730;NSP BUSINESS NAME;1.0.0
2;1;432506910;USER BUSINESS NAME 1;1111111;2222222;1;05/11/1970;11/11/2023;0;
3;1;GR;160873137;;PAYMENT PROVIDER BUSINESS NAME;12345671;987654322;11/11/2023;
2;1;448925613;USER BUSINESS NAME 2;3333333;4444444;2;02/02/2023;0;
3;1;GR;160873137;;PAYMENT PROVIDER BUSINESS NAME;12345673;987654324;11/03/2023;
2;1;817776299;USER BUSINESS NAME 3;5555555;6666666;3;21/02/2023;1;10/08/2023
3;1;GR;160873137;;PAYMENT PROVIDER BUSINESS NAME 1;12345674;987654325;21/02/2023;
3;1;GR;877885416;;PAYMENT PROVIDER BUSINESS NAME 2;88888;77777;21/02/2023;
```

Example of creating a new Virtual POS by an NSP:

```
2;1;432506910;;USER BUSINESS NAME;1111111;2222222;6;05/11/2023;;1300;13/8/2024
21;045006767;1111112;2222223
```



ΑΑΔΕ

Ανεξάρτητη Αρχή
Δημοσίων Εσόδων

ΥΠΗΡΕΤΟΥΜΕ ΠΙΣΤΑ
ΔΗΜΟΣΙΟ ΣΥΜΦΕΡΟΝ
ΚΟΙΝΩΝΙΚΟ ΣΥΝΟΛΟ

3;1;GR;160873137;;PAYMENT PROVIDER BUSINESS NAME 1;12345671;987654322;11/11/2023;
3;1;GR;877885416;;PAYMENT PROVIDER BUSINESS NAME 2;88888;77777;21/02/2023;

5 Appendix: Tables

Table 2. Type of Means of Payment

Value	Description
1	Wired POS
2	Mobile POS
3	softPOS
4	E-commerce POS
5	Unattended POS
6	Virtual POS
99	Other

Table 3. EFT/POS Software Status

0	Not Updated
1	Updated for POS integration with Cash Register Systems
1100	Updated in accordance with Decision 1098/2022
1110	Updated in accordance with Decision 1098/2022 and IRIS
1200	Updated in accordance with Decision 1155/2023
1210	Updated in accordance with Decision 1155/2023 and IRIS
1300	Updated in accordance with Decisions 1098/2022 and 1155/2023
1310	Updated in accordance with Decisions 1098/2022 and 1155/2023 and IRIS
2	Interconnected operation outside Decisions 1098/2022 and 1155/2023 (use in supermarkets, etc.)
3	Scheduled for Replacement
4	Update Not Available

Note 1: For values 1, 1100, 1110, 1200, 1210, 1300, 1310 the update date is mandatory. For all other values, the date must be blank.

Note 2: Value 1 will remain active until NSPs are ready to transition to the new values. It will be removed in a later version of the specifications.