

Take our international payments health check to find out how to improve your international payments. Simply complete the details below and an Albany representative will be in touch.

Company Contact Details

Company name:

Address 1:

Address 2:

Town:

County:

Postcode:

Type of Business:

Main Contact Details

Name:

Job Title:

Email Address:

Telephone Number:

NB: If the details above are incorrect, please amend or attach a business card to this document.

Company Details

Accounts Package

Number of Employees

Turnover

Sponsoring Bank

Do you have a Service User Number?

Do you outsource any of your payroll / finance function?

International Payments

1. What kind of international payments do you make or receive?

- | | |
|---|--|
| <input type="checkbox"/> Employee overseas expenses | <input type="checkbox"/> Pensions |
| <input type="checkbox"/> Payments from overseas customers | <input type="checkbox"/> Payments to suppliers |
| <input type="checkbox"/> Funding from / to overseas offices | <input type="checkbox"/> Payroll |

2. What is the annual value of international payments that your organisation makes and receives?

3. How many payments do you make annually?

4. Which currencies do you send?

- | | | | |
|------------------------------|------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> EUR | <input type="checkbox"/> CHF | <input type="checkbox"/> JPY | <input type="checkbox"/> GBP |
| <input type="checkbox"/> USD | <input type="checkbox"/> CAD | <input type="checkbox"/> CNY / RMB | <input type="checkbox"/> Other |

5. Which currencies do you receive?

- | | | | |
|------------------------------|------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> EUR | <input type="checkbox"/> CHF | <input type="checkbox"/> JPY | <input type="checkbox"/> GBP |
| <input type="checkbox"/> USD | <input type="checkbox"/> CAD | <input type="checkbox"/> CNY / RMB | <input type="checkbox"/> Other |

6. How do you currently make payments?

- Bank
- Currency Accounts
- Foreign Exchange Provider

By what means?

- Phone
- Online
- Branch
- Letter

7. Do you encounter the following problems when making / receiving international payments?

- | | |
|--|---|
| <input type="checkbox"/> Lack of support when questions / issues arise | <input type="checkbox"/> Slow clearance of funds |
| <input type="checkbox"/> Suffering from fluctuations or changes in exchange rates | <input type="checkbox"/> Late or missing payments |
| <input type="checkbox"/> Time required to enter payment details | <input type="checkbox"/> Other |
| <input type="checkbox"/> Chaser calls and emails from suppliers waiting to receive payment | |

8. Do you have access to an online payment system that offers:

- Management Information reports on payments recipients
- Stores and manages the payment details of all
- Details of previous transactions
- Easy upload, download and translation of payment files from your ERP / accounting system
- Multiple settlement options
- An automated approval process with various user rights

Thank you for your time.

Once completed, if filled out online/electronically, you can submit by email using either the 'Submit' button within your PDF viewer or by saving and sending to **sales@albany.co.uk**.

Alternatively, if this has been filled in by hand, please either pass this back to a member of Albany staff or fax back to **01420 547651**.