**MNB identification code: P51**

# Completion instructions

**Daily report on currency transactions**

# I. General instructions

1. The data supply shall contain the aggregate data of currency deposits and withdrawals on the day under review.

**II. Detailed instructions for the completion of the tables**

**Table 01: Aggregate currency turnover of credit institution branches and intermediaries relating to customers**

This table shall contain aggregate data of currency deposits and withdrawals – including payments via currency exchange machines – made on the day under review in the credit institution’s own branches and in the branches of the intermediary used by the credit institution and engaged in currency conversion (hereinafter: ‘intermediary’), expressed in currency units. The total should exclude transactions with foreign customers and transactions with domestic (non-private individual) clients.

Cash deposit shall cover amounts of currency received from the customer on the day under review, received against a cheque or deposited to an account, or exchanged to forint or any other currency. Cash deposits made at cashiers and deposits made in bulk shall also be taken into account.

Cash withdrawal shall mean amounts of currency paid to the client against a cheque, debited to an account, or in exchange for forint or other currency on the day under review.

Transactions made by the credit institutions’ branches and by intermediaries shall be reported separately.

Transactions between branches or between branches and intermediaries, as well as transactions between credit institutions’ head offices and the branches or intermediaries shall not be included in the report.

ISO codes of individual currencies are shown in the technical guidelines according to point 4.1 of Annex 3 published on the MNB’s website.

**Table 02: Forint turnover of credit institution branches originating from currency exchange not related to payment accounts**

This table shall contain aggregate data of forint deposits and withdrawals – including payments via currency exchange machines – made on the day under review in the credit institution’s own branches, not in relation to a payment account, as consideration for the currency turnover.

Cash deposit shall cover forint funds received from the customer on the day under review, received against a cheque or exchanged to another currency. Cash deposits made at cashiers and deposits made in bulk shall also be taken into account, provided that they are not related to a payment account.

Cash withdrawal shall mean any forint sums paid to the client against a cheque in exchange for an other currency on the day under review.

Transactions between credit institution branches as well as between the credit institution’s head office and branches shall not be included in the report.