Bhutan National Bank

Remittance Team,
International Banking
Bhutan National Bank Limited,
Corporate Branch, Thimphu

Date: ……

Subject: Authorization for Internal Fund Transfer from FC Account (Travel Agent)

I/We …… (Agent Name) would like to request for **Internal Fund Transfer** from FC Account maintained with your bank.

Debit Account Details	
FC Account No	Amount ($)

Kindly transfer as follows:

Sl No.	Parties	Amount($)
1	DRUKAIR(Thimphu/Paro)	
2	BHUTAN AIRLINES	
3	HELI BHUTAN PRIVATE LIMITED	
4	DEPARTMENT OF IMMIGRATION(DOI)	
5	BTN CD ACCOUNT NO……..	

HOTEL

1		Amount($)
2		
3		
4		

(Details of Authorized Signatories)

Name & Signature ……

Address:…….Contact No:……

Note:

1. The form to be duly signed by the authorized signatory in accordance with the bank's record.

2. This form is intended for processing internal fund transfers from FC account that is not registered with BNB MPAY

3. Attach approved SDF application for DOI transfers and mention tour operating No (TO) or Ticketing Agent No (TA) if the fund transfer is intended to Airlines.

Bhutan National Bank

Remittance Team,
International Banking,
Bhutan National Bank Limited,
Corporate Branch, Thimphu

Date: ……

Subject: Authorization for Transfer of $Payments (Travel Agent)

I/We …… (Agent Name) have received the following amount though your correspondent bank ……..

Sl No.	Amount($)	Received Date
1		
2		
3		
4		
5		

Kindly transfer as follows:

Sl No.	Parties	Amount($)
1	DRUKAIR(Thimphu/Paro)	
2	BHUTAN AIRLINES	
3	HELI BHUTAN PRIVATE LIMITED	
4	DEPARTMENT OF IMMIGRATION(DOI)	
5	BTN CD ACCOUNT NO……..	

HOTEL

1		Amount($)
2		
3		
4		

(Details of Authorized Signatories)

Name & Signature ……

Address:……Contact No:……

Note:

1. The form to be duly signed by the authorized signatory in accordance with the bank's record.
2. This form is intended for processing payments received without identifiable account details (Indemnity letter and remittance copy/other relevant documents are mandatory to claim).