

Importing payment data to Nomentia Payments in CSV format

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1 Importing data

It is possible to import payment data to Nomentia's Payments module by using a **CSV file and a conversion** which convert a CSV file to a Nomentia-supported file format.

The conversion exists in Nomentia by default, which means that you can simply create the CSV file using Excel, for example, and then import it to Nomentia, see chapter 4.

1.1 File format description

This specification describes a CSV format EXCEL file. The file contains **N** number of transaction rows. Each payment corresponds to one row in the file.

The file is a non-standard Microsoft-supported format.

The file must

- contain data that is separated by semicolon ";".
- contain the rows in the **described quantity** and in the **described order**. The semicolon used as separator is not an allowed character in payment data.

1.2 Fields used in the CSV file

The following abbreviations are used in the row description:

- X = alphanumeric data
- M = mandatory data
- O = optional data

Field	Data	Format	M/O	Content
1	Data identifier	X (3)	M	CSV
2	CSV data version number	X (1)	M	2
3	Payer account number	X (18)	M	In IBAN format
4	Payer bank BIC	X (8 or 11)	O	
5	Payee account number	X (18)	M	In IBAN format
6	Payee bank BIC	X (8 or 11)	O	
7	Payee name	X (max 30)	M	
8	Payment due date	X (10)	M	dd.mm.yyyy

9	Payment amount	X (max 12)	M	Gross payment amount. Amount always contains two decimals. Comma "," can be used as decimal separator
10	Reference	X (max 25)	O	Ignored if message is provided.
11	Message	X (max 70)	O	
12	Payment currency	X (3)	O	Will default to "EUR" if not provided
13	Creditor country code	X (2)	O	Derived from creditor IBAN if missing
14	Creditor town name	X (max 35)	O	
15	Creditor street name	X (max 70)	O	

2 Sample CSV format

```
CSV;2;FI3710243000000186;;F13247812020019280;;Lenkkarikauppa;10.02.2026;26,00;;Uudet lenkkarit;EUR;FI;Tampere;Åkerlundinkatu 11
CSV;2;FI3710243000000186;NDEAFIHH;F13247812020019280;POPI22FI;Lenkkarikauppa;10.02.2026;5,00;201005510064;;EUR;;Tampere;Åkerlundinkatu 11
CSV;2;FI3710243000000186;;FI7513281012345675;;Kengannauhakauppa;10.02.2026;5,00;;Nauhat lenkkareihin 60cm;EUR;;Tampere;Åkerlundinkatu 11
```

Download an example CSV file from this link

https://cmcdn.nomentia.com/material/Nomentia_Payment_file_import_example_CSV.csv

3 Sample CSV format EXCEL file

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
CSV	2	FI3710243000000186		F13247812020019280		Lenkkarikauppa	10/2/2026	26,00		Uudet lenkkarit	EUR	FI	Tampere	Åkerlundinkatu 11
CSV	2	FI3710243000000186	NDEAFIHH	F13247812020019280	POPI22FI	Lenkkarikauppa	10/2/2026	5,00	201005510064		EUR		Tampere	Åkerlundinkatu 11
CSV	2	FI3710243000000186		FI7513281012345675		Kengannauhakauppa	10/2/2026	5,00		Nauhat lenkkareihin 60cm	EUR		Tampere	Åkerlundinkatu 11

4 How to import

To import data, create an interface as follows:

1. Go to Settings / Interfaces / Payments.
2. Click **Add**.
3. From the *Interface type* drop-down menu, select **Payment import**.
4. Define the desired settings.
5. Move to the *Transformations* tab.
6. When you are adding a new interface, you need to add transformations to enable the CSV import. There are two different interface files in the A2X conversions. Choose the correct conversion based on your source file:

- Nomentia_CSV_ANSI_IN.a2x

- Nomentia_CSV_UTF8_IN.a2
7. After that, CSV -> XML, and you need to add the Pain03_Batch_Grouping_IN.xsl XSL conversion. This conversion will group payments when imported. Without this conversion, every payment in the CSV file will create its own payment batch.