بنك الريان
ALRAYAN BANK

USER MANUAL

BULK TRANSFER

Bulk Upload

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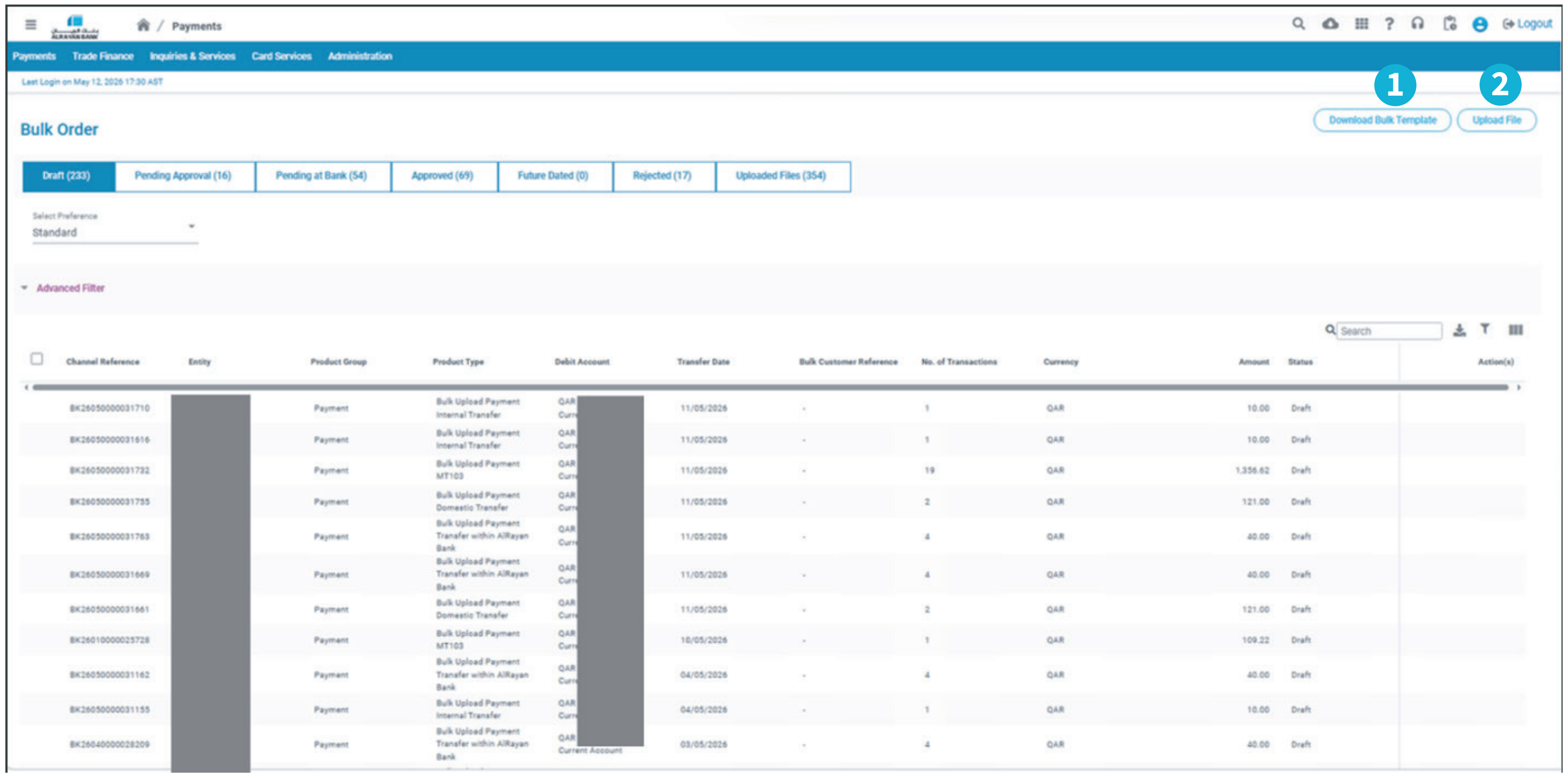
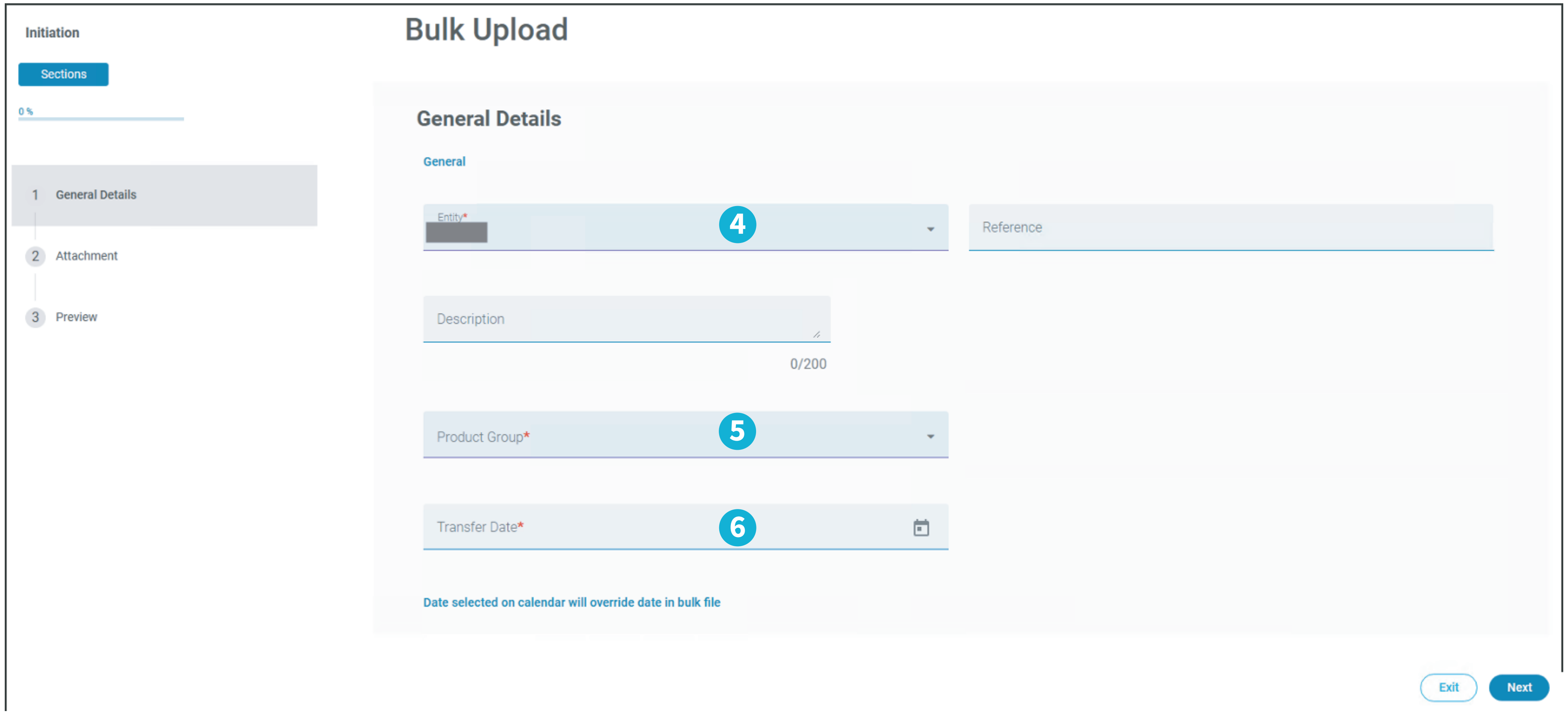
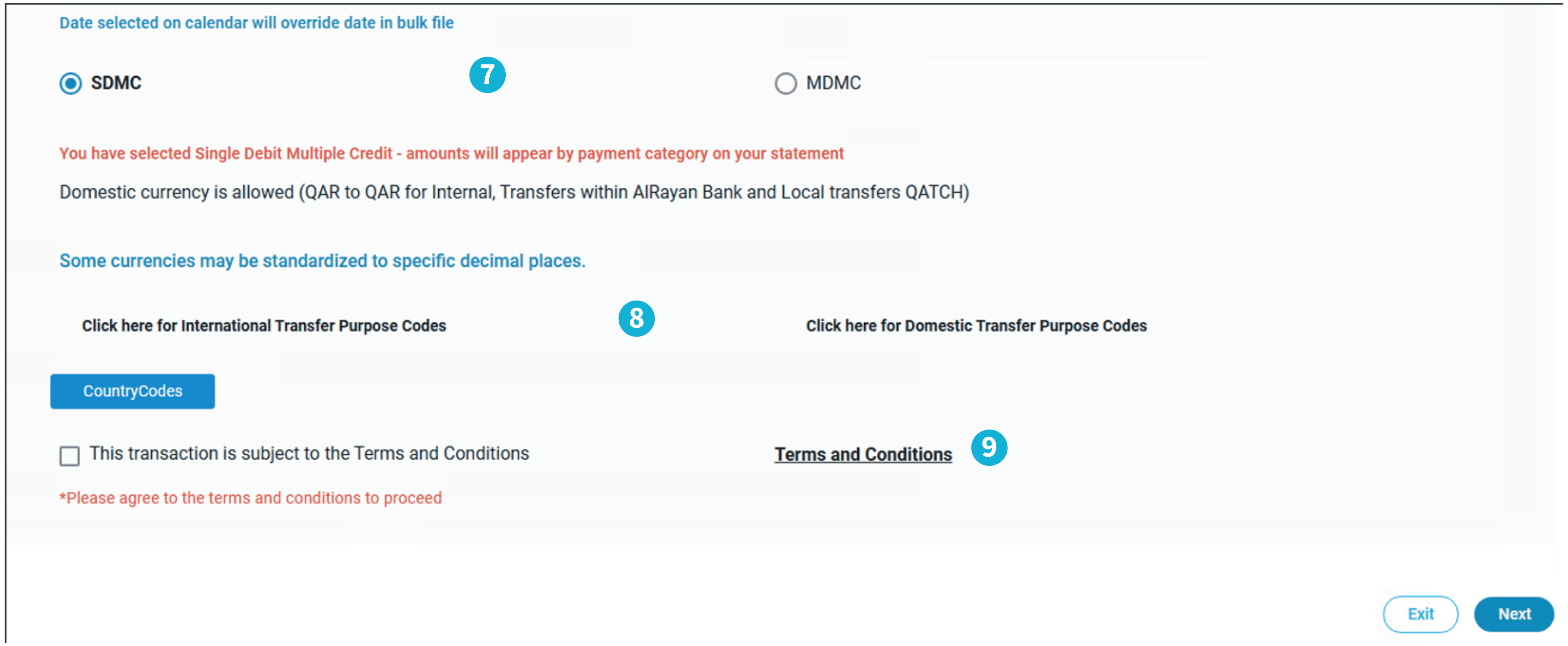


Bulk transfer allows you to perform multiple Fund Transfers simultaneously by uploading a single file.

1. Clicking Download Bulk Template downloads a Bulk CSV template that you can use.
2. Click on Upload File.
3. You'll be presented with the Bulk Upload screen.



4 Select the Entity (if there is only one entity it will be selected automatically)
5 Select the Product group.
6 Select the transfer date (Can be in future).



7. Select type whether it is SDMC (Single Debit Multiple Credits) or MDMC (Multiple Debit Multiple Credit).
8. International and Domestic Transfer Purpose codes as well as the Country Codes can be found by clicking on their respective buttons.
9. Tick “This transaction is subject to Terms and Conditions” to approve.

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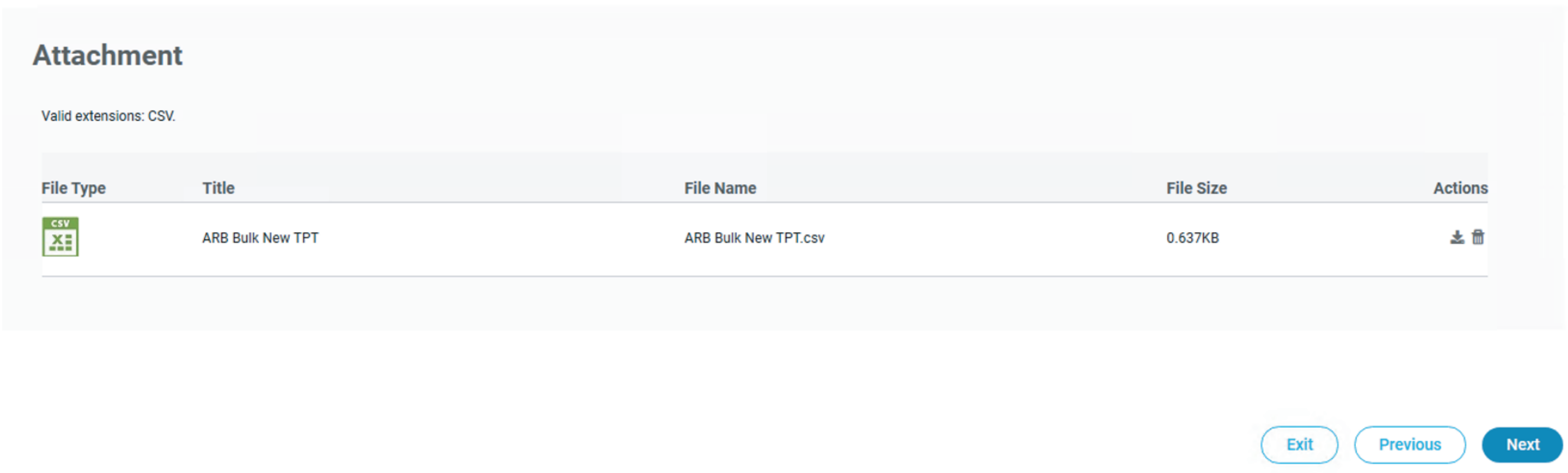
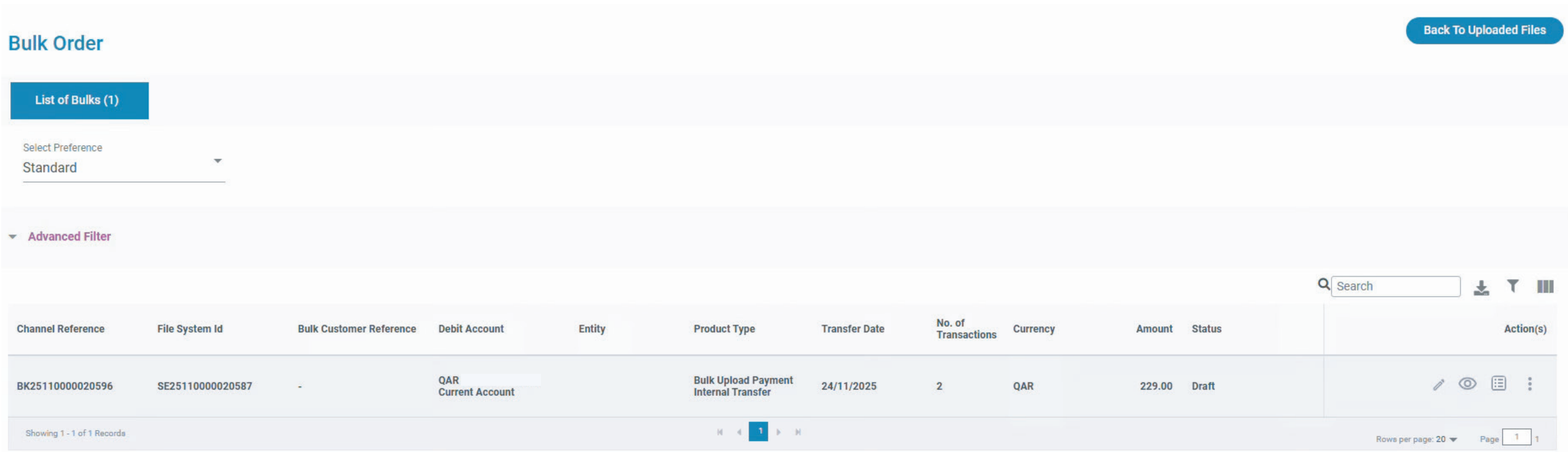


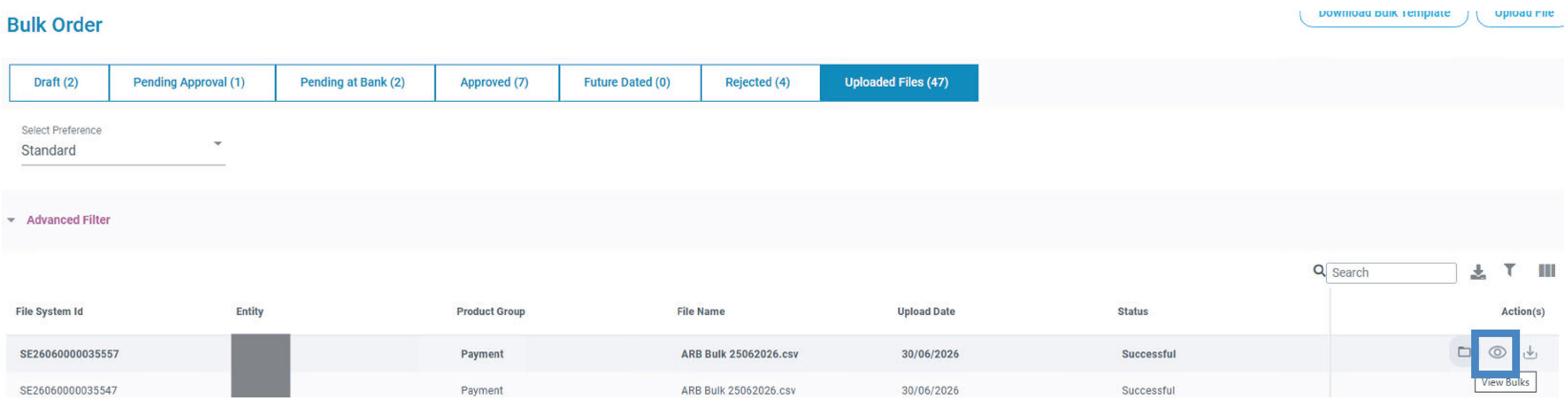
You’ll find the file uploaded below. You can delete or download the file.
Click Submit, and the file will be uploaded.

Successful Upload

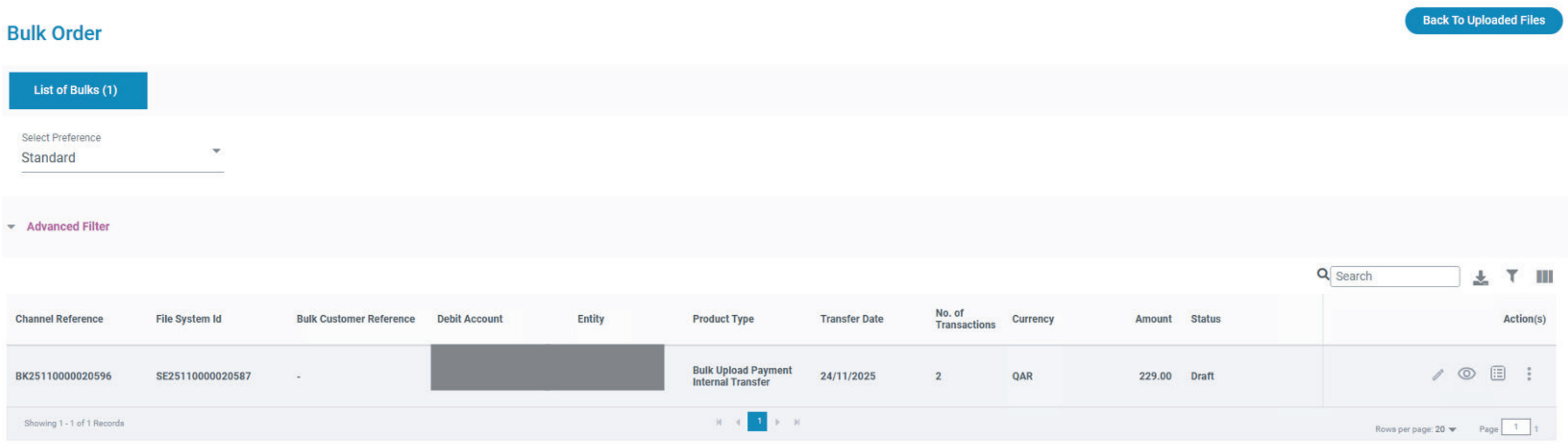


If the uploaded file Contains no erroneous data (i.e., All fields are compliant with their respective columns), the upload will be successful.

The user can now proceed with the bulk order.



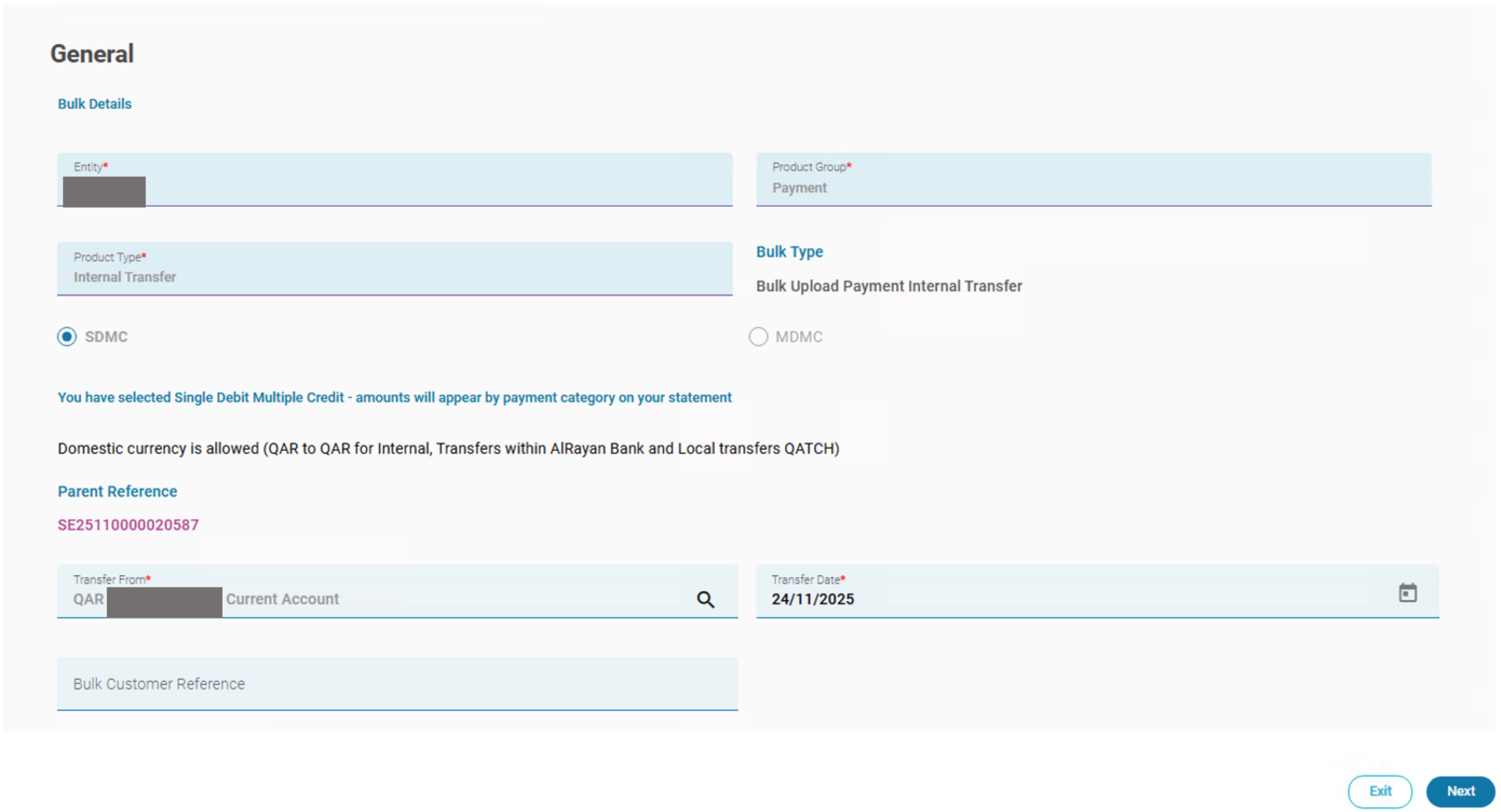
Click on View Bulk to see the bulk entry added to the system with its own reference.



You can proceed with the bulk order by clicking on **Edit**. You can also access the Bulk order from the **Draft** section on the Bulk landing screen.

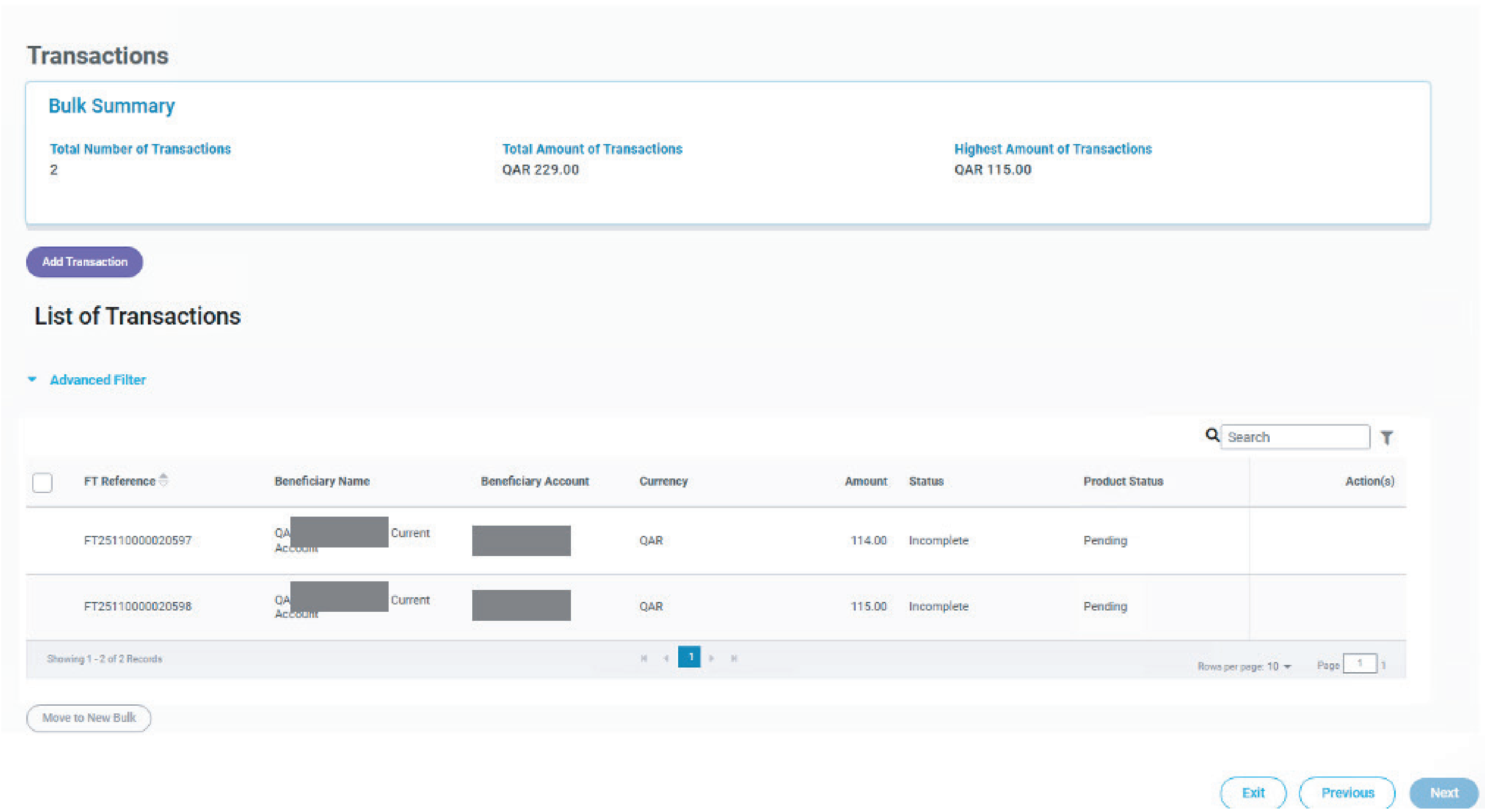
The General page will show you the bulk details.

Bulk Order: BK25110000020596



The next section shows the transactions that are created from this bulk order.
Proceed by clicking next which takes you to the preview section where you can go back, exit, or submit.

Bulk Order: BK25110000020596



Proceed by clicking **Next** which takes you to the preview section.
Click **Previous** to go back, **Exit** to exit the screen and save the transfer as **Draft**, or **Submit** to submit the transaction.

Failed Upload

Secure Email: SE25110000018438

All dates are in dd/mm/yyyy

Transaction Information

Company Name
[redacted]

Product Code
Secure Email

Sub Product Code
Bulk File Upload

Event
New

General Details

General

Entity
[redacted]

Bank
ARB

Upload Format
Single

Product Group
Payment

Product Type
*

Transfer Date
18/11/2025

Bulk Posting Type
MDMC

File Name
ARB Bulk New TPT_Intermed.csv

Application Date
18/11/2025

Failed Records

Line Number	Column Number	Fail Reason
0	0	File Parser Exception Error
1	15	Invalid Purpose Code
1	5	Credit Account doesnt exist

This transaction is subject to the Terms and Conditions
No

Click the View button.
A pop-up page appears.

This page will show the bulk upload details, as well as the Failed records along with their Fail Reasons.
Once you address the reasons for failure, you can still reupload the modified csv file and check.