

## REPORTING GUIDE

# Financial Transactions and Reports Analysis Centre of Canada (FINTRAC): Reporting Electronic Funds Transfers for Money Services Businesses (MSBs)

# Canada FINTRAC Electronic Funds Transfer Reporting Guide

The Financial Transactions and Reports Analysis Centre of Canada (FINTRAC) requires reporting entity sectors, including money services businesses (MSBs), to comply with electronic funds transfer (EFT) reporting requirements.

## Who needs to report EFTs?

All MSBs, domestic (incorporated or has a physical location in Canada) or foreign (FMSBs, without a Canada place of business, but has Canadian customers), providing at least one of the following services are required to submit an EFT Report (EFTR):

- Foreign exchange dealing;
- Remitting or transmitting funds;
- Issuing or redeeming money orders and traveller's cheques or other similar negotiable instruments;
- Dealing in virtual currency; or
- Crowdfunding platform services.

## When should an EFTR be submitted?

An MSB must submit an EFTR within five (5) business days after a transfer is initiated or received.

The reportable threshold amount is CAD10,000 or more in a single transaction for an EFT, which is defined by FINTRAC as “the transmission—by any electronic, magnetic or optical means—of instructions for the transfer of funds, including a transmission of instructions that is initiated and finally received by the same person or entity.”

## What must be considered when submitting an EFTR?

The following must be identified to determine the reporting requirements of an EFTR, as well as to determine whether to report the initiation, the final receipt or both, or if the reporting applies at all:

- The residential status of the requester and/or beneficiary;
- If the MSB is the initiator, the final receiver or both; and
- If the transfer is sent from one country to another.

Additionally, an EFTR must be submitted in accordance with the 24-hour rule, which means a report must be submitted when an MSB:

- Initiates two (2) or more international EFTs totaling to CAD10,000 or more within a static 24-hour window, requested by or on behalf of the same person or entity, or are for the same beneficiary; or
- Finally receives two (2) or more international EFTs totaling to CAD10,000 or more within a static 24-hour window, requested by the same person or entity, or are for the same beneficiary.

Residential status is required to help confirm if certain electronic funds transfers are international, therefore, reportable to FINTRAC. Details of the reporting requirements are outlined [here](#).

## What information is included when submitting an EFTR?

The EFTR has 2 main sections:

- **General Information:** Requester's information, business contact details, EFT direction (initiation or final receipt), aggregation type and details.
- **Transaction Information:** EFT details such as amount, currency, exchange rate and date and time of transfer, transfer type, client's residential status, source of funds, requester and account holder, initiator and sender of the EFT, person or entity involved for SWIFT transfers, receiver and beneficiary information, disposition and third party to the beneficiary, if applicable.

## How is the EFTR submitted?

EFTRs are encouraged to be filed **electronically** through the [FINTRAC Web Reporting System](#) (FWR) for reporting entities with lower reporting volumes or [FINTRAC API Report Submission](#) for secure system-to-system transfer. However, [paper reports](#) may be submitted, if a reporting entity does not have the technical capability to do so.

## Reporting Tips

- The report may be submitted or corrected by a service provider on behalf of the reporting entity, but it is ultimately the reporting entity's responsibility to meet the reporting requirements.
- A copy of EFTRs submitted must be retained at least five (5) years from the date of filing.
- If an EFT is related to property owned or controlled by or on behalf of a listed person or a terrorist group, you must not complete the EFTR. If it warrants a disclosure under the Criminal Code or the Regulations Implementing the United Nations Resolutions on the Suppression of Terrorism, a Terrorist Property Report must be immediately submitted instead.
- SWIFT (Society for Worldwide Interbank Financial Telecommunication) and non-SWIFT EFTs must be aggregated together in accordance with the 24-hour rule.



For more information, you can visit FINTRAC's [Reporting Electronic Fund Transfers](#) or [Money Services Businesses](#) page.