

PaySimple: Downloading Bank Files

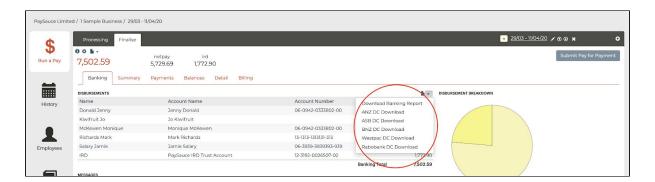
With PaySimple, employers can download bank payment files as they run pays. These payment files can be uploaded to their banks to easily pay all staff members at once. The banking files will be downloaded in the .csv format and then can be uploaded to your bank.

The following banks are supported, and guides on how to upload the banking files are attached.

ANZ ASB BNZ Westpac Rabo

Downloading a bank file when running a pay:

When finalising a pay, you can download the banking file from Run a Pay | Finalise | Banking.



Downloading a bank file from a pay that's been closed:

If you need to download a banking file from a pay that's already been finished and closed, you can do so from History | Pay Period | Banking.

