



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](#).

PaySauce Limited / 1 Sample Business / 29/03 - 11/04/20

Processing Finalise 29/03 - 11/04/20

Run a Pay 7,502.59 netpay 5,729.69 ird 1,772.90

Banking Summary Payments Balances Detail Billing

DISBURSEMENTS	Name	Account Name	Account Number
	Donald Jenny	Jenny Donald	06-0942-033802-00
	Kiwifruit Jo	Jo Kiwifruit	
	McKewen Monique	Monique McKewen	06-0942-033802-00
	Richards Mark	Mark Richards	13-1313-13131-313
	Salary Jamie	Jamie Salary	06-3939-3939393-939
	IRD	PaySauce IRD Trust Account	12-3192-0026507-02

Banking Total 7,502.59

Download Banking Report
ANZ DC Download
ASB DC Download
BNZ DC Download
Westpac DC Download
Rabobank DC Download

DISBURSEMENT BREAKDOWN

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](#).

PaySauce Limited / 1 Sample Business / Dec 2018 / 12/11 - 25/11/18

Run a Pay 7,397.35 netpay 5,473.27 ird 1,924.08 Closed

History Banking Summary Payments Balances Timesheets Pay Cards Detail Costing Billing

DISBURSEMENTS	Name	Account Name	Account Number
	Casual Mark	Mark Casual	13-1313-13131-313
	Contractor Frank	Frank Contractor	34-3563-43434-343
	Salary Jamie	Jamie Salary	06-3939-3939393-939
	Variedhrs Clint	Clint Variedhrs	13-4323-232323-323
	IRD	PaySauce IRD Trust Account	12-3192-0026507-02

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DISBURSEMENT BREAKDOWN