

? frequently asked QUESTIONS

What is a large cash transaction?

A cash transaction is a transaction where payment is settled immediately.

What is an CTR?

A report that financial institutions are required to file to the SFIU for cash transactions equal to or above \$20,000.

When should financial institutions file a CTR?

Financial institutions are required to file CTR on a weekly basis.

What is considered as large cash ?

- *Withdrawals & Deposits (cash and cheques)*
- *Electronic (ATM, Eftpos, Internet Banking)*
- *Foreign Currency Exchange*
- *Electronic Funds Transfers*



PROCEDURES FOR REPORTING AND FILING CTRs

This procedure provides guidance to financial institutions (FIs) on how to complete and file large Cash Transaction Report (CTR) electronically

For more information, contact the following address:

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PO Box. Private Mail Bag

1.1 COMPLETING A LARGE CASH TRANSACTION TEMPLATE.

- 1.1.1 Financial Institution to complete CTR template for all large cash transactions
- 1.1.2 Ensure to complete every fields of the report.
- 1.1.3 Financial Institution to perform final checks and ensure the CTR template is fully completed.



1.2 FILING CTR TEMPLATE ELECTRONICALLY

- 1.2.1 Financial Institution to submit the completed CTR template to the SFIU email on a weekly basis.
SFIU email: sfiu@cbs.gov.ws
- 1.2.2 Ensure to copy the SFIU Manager and Assistant Manager
SFIU Manager: gafatasi.patu@cbs.gov.ws
SFIU A/M: sioa.sioa@cbs.gov.ws
- 1.2.3 SFIU acknowledge the receipt of CTR .



EXAMPLES OF CASH TRANSACTIONS

The following is the list of cash transactions examples:

- Account withdrawals
- Cash Cheques
- Electronic transactions
 - ATM
 - EFTPOS
 - Internet Banking
- Deposits
 - cash and cheque deposits
- Foreign Currency Exchange
 - Foreign cash
 - Foreign bank cheques
 - Cashiers cheques, etc
- Electronic Funds Transfers
 - Outwards
 - Inwards

