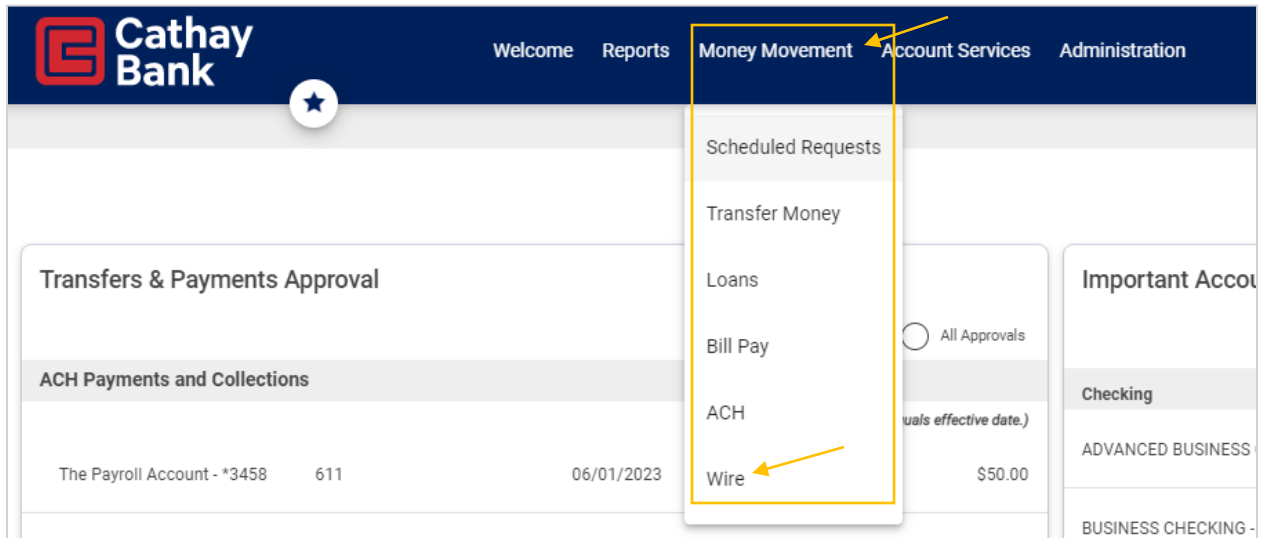


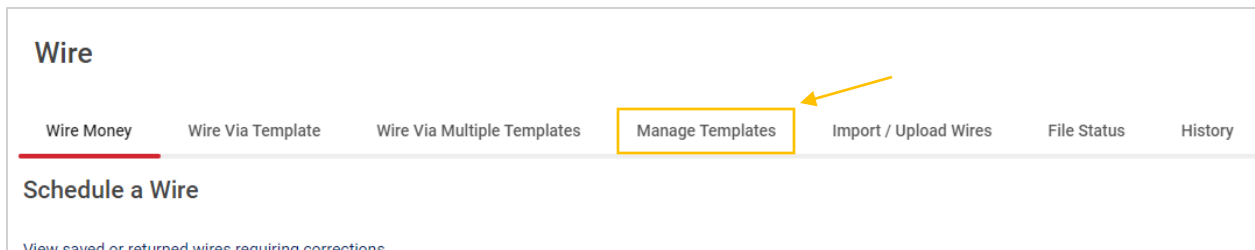
Wires

Creating Wire Templates

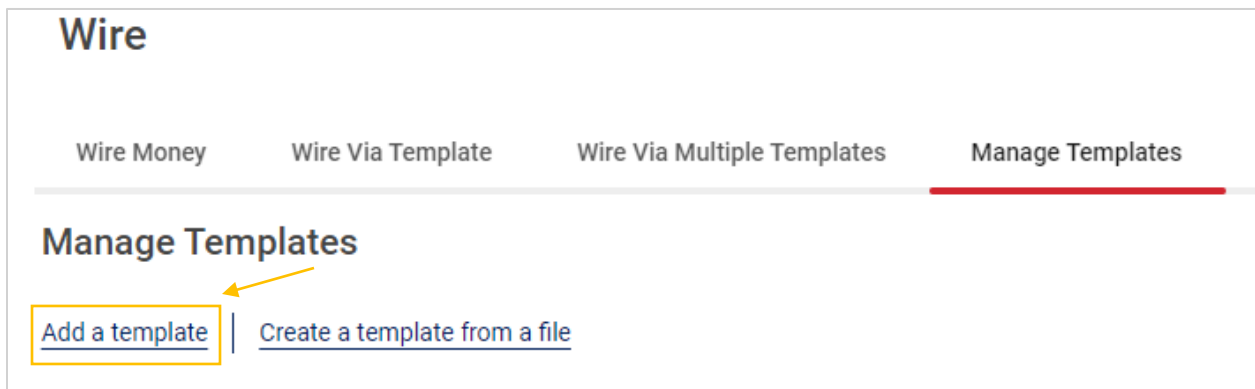
1. Log in to your business banking account using your credentials.
2. Navigate to **Money Movement** > **Wires** section of the online banking platform.



3. Look for the option to **manage templates**. Click on that option to proceed.



4. Select the option to **“Add a Template”**



5. Provide the necessary information for the wire template, including recipient details, payment amount, account numbers, and any additional required fields.

Recipient Information

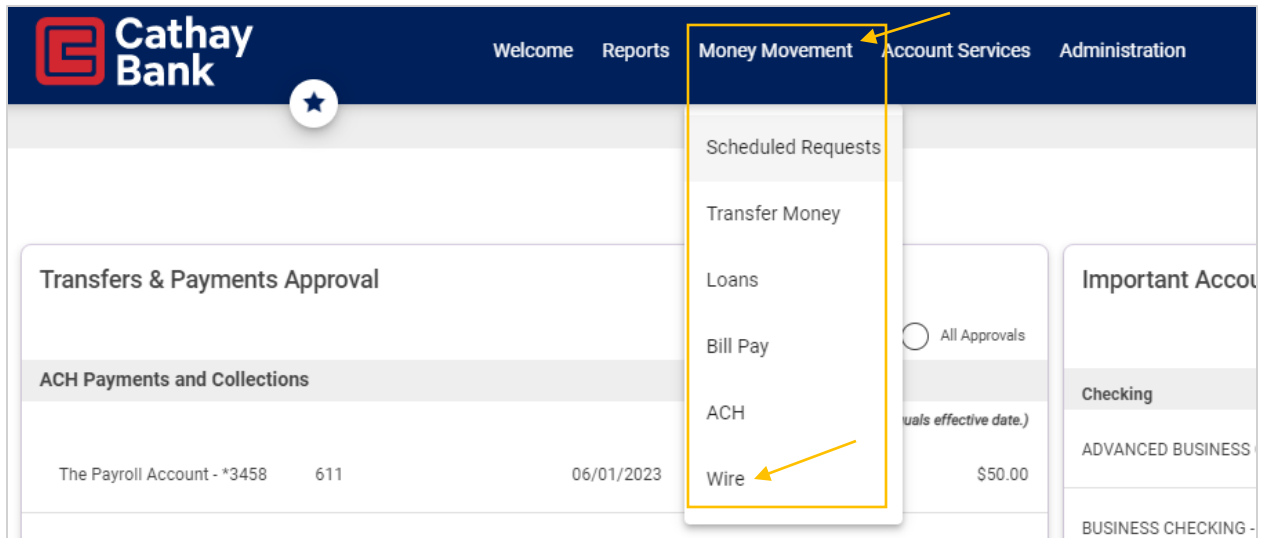
If Bank ID type is selected, then the recipient Bank ID must be for a Bank authorized for the receipt of electronic wires. When you search or validate the Bank ID, the

Bank ID Type ABA		
Bank ID		Validate
Bank Name		
Bank Address 1 (optional)		
Bank Address 2 (optional)		
Bank Address 3 (optional)		
Recipient Account (If appropriate enter the IBAN)		
Recipient Name		
Recipient Address 1		
Recipient Address 2		
Recipient Address 3 (optional)		
Additional Information for Recipient (optional) (Up to 140 characters)		

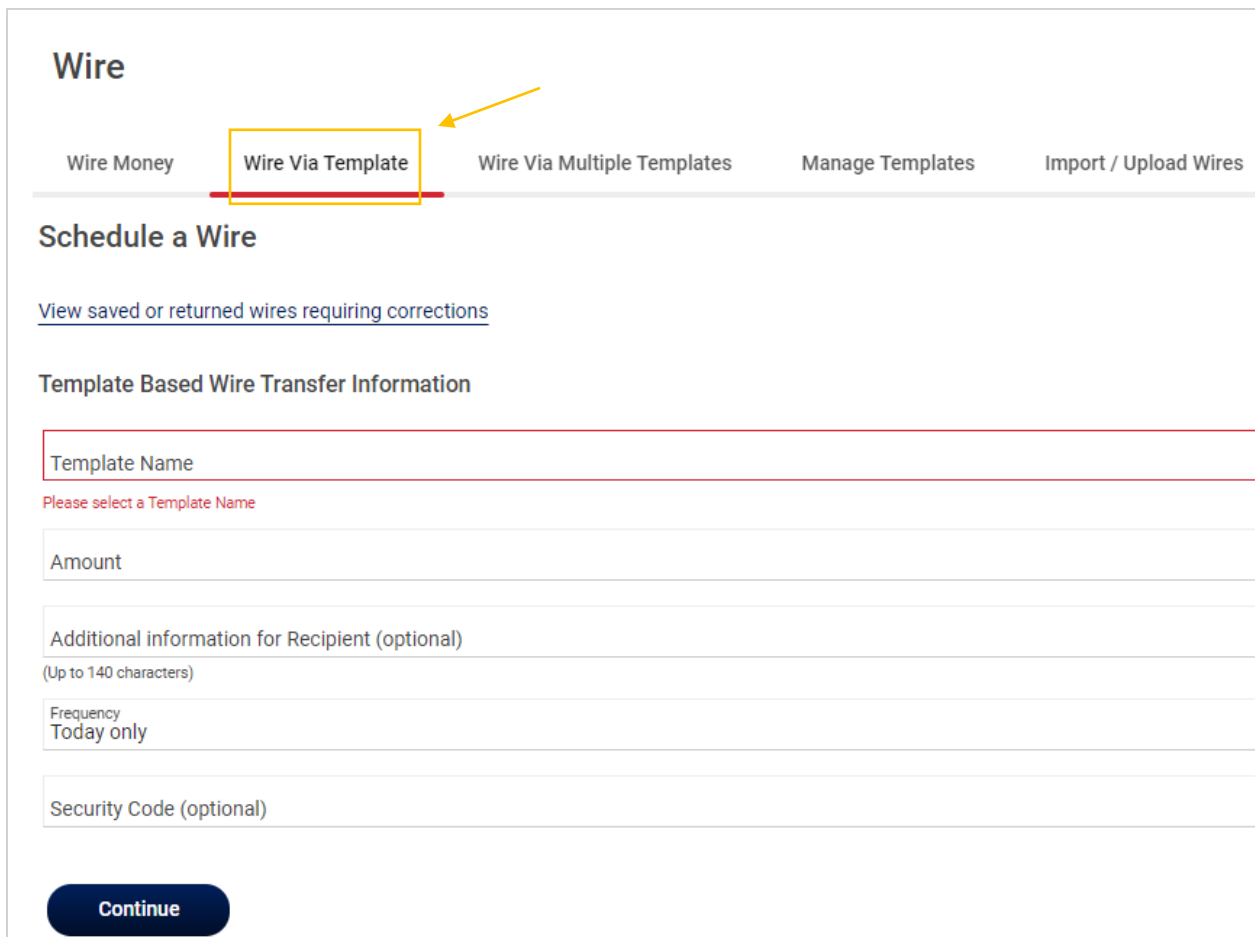
6. Once you are confident that all the information is correct, click on the **“Add Template”** button to save the wire template.

Sending a Wire from a Template:

1. Navigate to **Money Movement** > **Wires** section of the online banking platform.



2. Look for an option to initiate **wire via template**. Select that option.



The screenshot shows the 'Wire' page in the online banking platform. The page title is 'Wire'. Below the title, there are five tabs: 'Wire Money', 'Wire Via Template', 'Wire Via Multiple Templates', 'Manage Templates', and 'Import / Upload Wires'. The 'Wire Via Template' tab is selected and highlighted with a yellow box and an arrow. Below the tabs, there is a 'Schedule a Wire' section. Under this section, there is a link: 'View saved or returned wires requiring corrections'. Below the link, there is a 'Template Based Wire Transfer Information' section. This section contains several input fields: 'Template Name' (with a red border and a message 'Please select a Template Name'), 'Amount', 'Additional information for Recipient (optional)' (with a note '(Up to 140 characters)'), 'Frequency' (with a dropdown menu set to 'Today only'), and 'Security Code (optional)'. At the bottom of the form, there is a 'Continue' button.

3. Select the desired **wire template** from the available options.

Wire

Wire Money **Wire Via Template** Wire Via Multiple Templates Manage Templates Import / Upload Wires File

Schedule a Wire

[View saved or returned wires requiring corrections](#)

Template Based Wire Transfer Information

Template Name

- ABC Test Company
- Audit Test
- Foreign Company Inc
- FundTech Wire Test 6/11/2021
- GOFAST CO., LTD.


Continue

4. Review the pre-populated information in the wire transfer form to ensure accuracy. Then click **“Transmit”** to send out that wire.

Wire


Wire Money **Wire Via Template** Wire Via Multiple Templates Manage Templates

Verify Wire

 **Almost done. Please confirm the details below.**


Note: You may transmit current day wire requests before 04:30 PM ET.

[New transaction using a template](#)

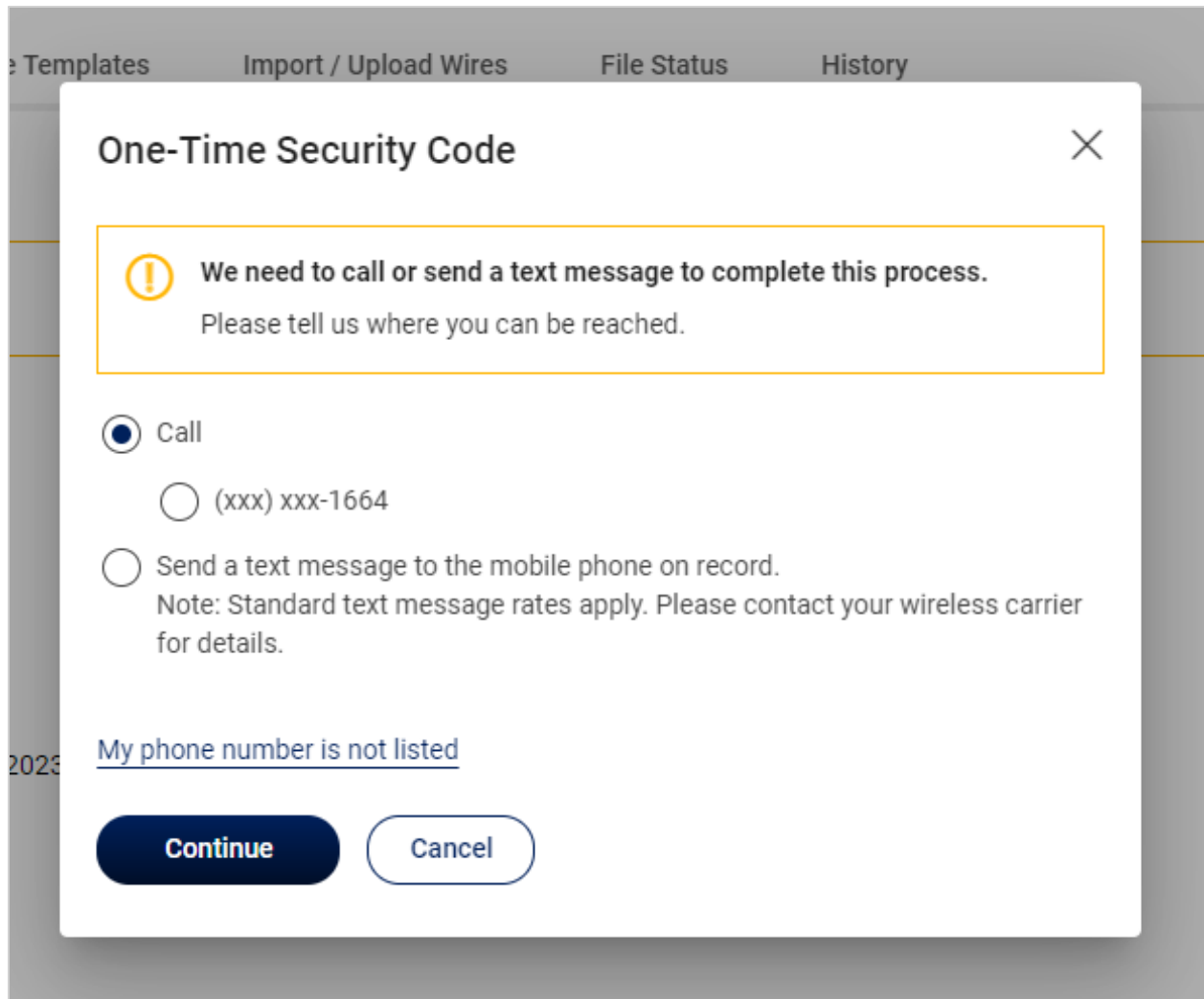
Template Based Wire Transfer Information 

Template Name:	Test
Currency:	USD
Amount:	1.00
Send On:	05/19/2023 (today)

To submit this request without transmitting, click [submit for approval](#)

Transmit 

5. You will get a pop up to confirm the wire with a One-Time Security Code to approve the wire.



Templates Import / Upload Wires File Status History

One-Time Security Code ×

! We need to call or send a text message to complete this process.
Please tell us where you can be reached.

Call

(xxx) xxx-1664

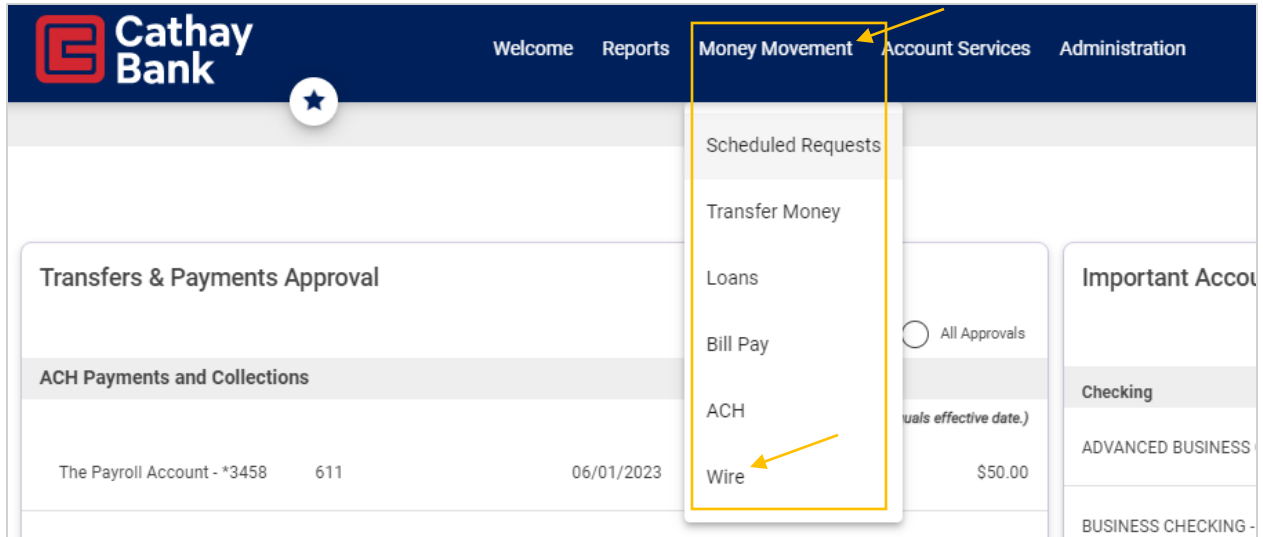
Send a text message to the mobile phone on record.
Note: Standard text message rates apply. Please contact your wireless carrier for details.

[My phone number is not listed](#)

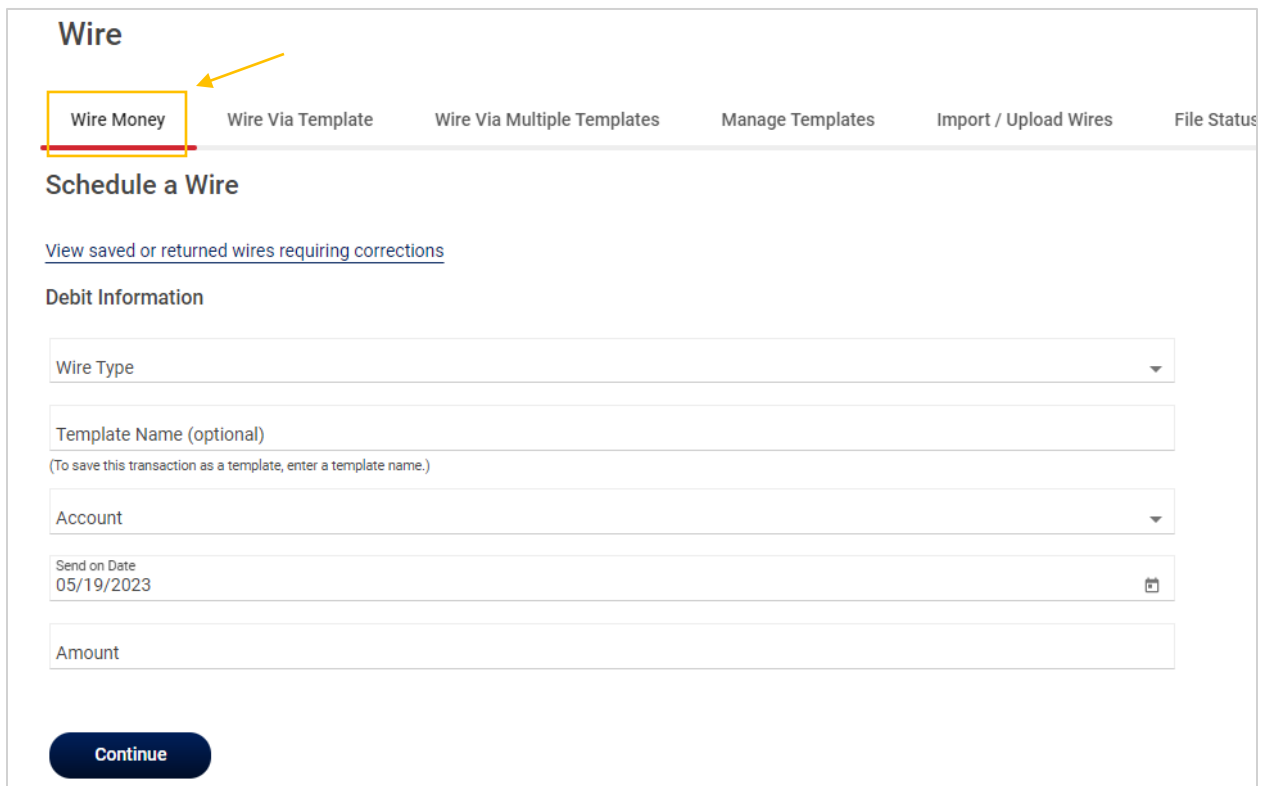
Continue Cancel

One-Time Wire without a Template:

1. Navigate to **Money Movement > Wires** section of the online banking platform.



2. Choose the option to **"Wire Money"**.



3. Fill in the required details for the one-time wire transfer, including recipient information, payment amount, account numbers, and any additional requested information.

Wire

Wire Money Wire Via Template Wire Via Multiple Templates Manage Templates Import / Upload Wires File Status

Schedule a Wire

[View saved or returned wires requiring corrections](#)

Debit Information

Wire Type

Template Name (optional)
(To save this transaction as a template, enter a template name.)

Account

Send on Date
05/19/2023

Amount

Continue

Bank ID Type
ABA

Bank ID

Bank Name

Bank Address 1 (optional)

Bank Address 2 (optional)

Bank Address 3 (optional)

Recipient Account (If appropriate enter the IBAN)

Recipient Name

Recipient Address 1


Recipient Address 2

Recipient Address 3 (optional)


Additional Information for Recipient (optional)
(Up to 140 characters)

Validate

4. Review the information entered to ensure accuracy.
5. Once you are confident that all the information is correct, click on the “**Transmit**” button.

 **Almost done. Please confirm the details below.**

[New transaction without using a template](#)

Debit Information 

Wire Type:	Domestic wire
Account:	ADVANCED BUSINESS CHECKING - Checking
Send on Date:	05/19/2023
Amount:	1.00
Currency:	USD



Recipient Information

Bank ID Type:	ABA
Bank ID:	042000013
Bank Name:	US BANK, NA
Bank Address 1:	CINCINNATI
Bank Address 2 :	OH
Recipient Account (If appropriate enter the IBAN):	12345687
Recipient Name:	TEST 3
Recipient Address 1:	123 fake street
Recipient Address 2:	ANAHEIM

Wire Initiator Information

Wire Initiator Name:	DI BUSINESS TEST ACCOUNT
Wire Initiator Address 1:	DO NOT MAIL
Wire Initiator Address 2:	ROSEMEAD, CA 91731

To submit this request without transmitting, click [submit for approval](#).

For additional help please reach out to your service team or call the support line at **(800) 922-8429, Press 1.**