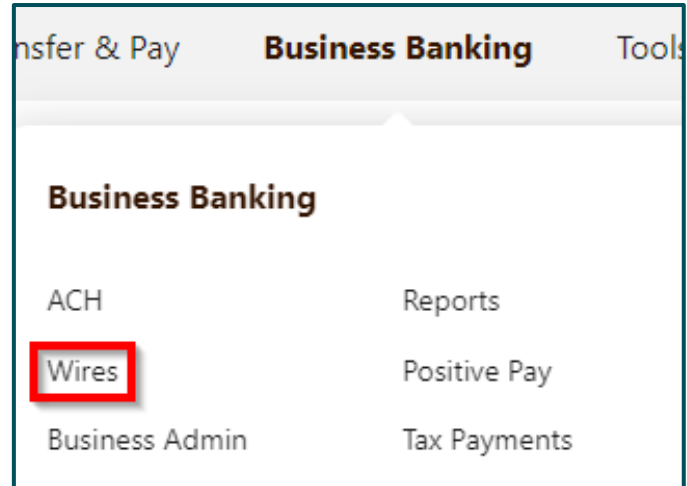


Submitting Wire Transfers – Desktop

STEP 01/04

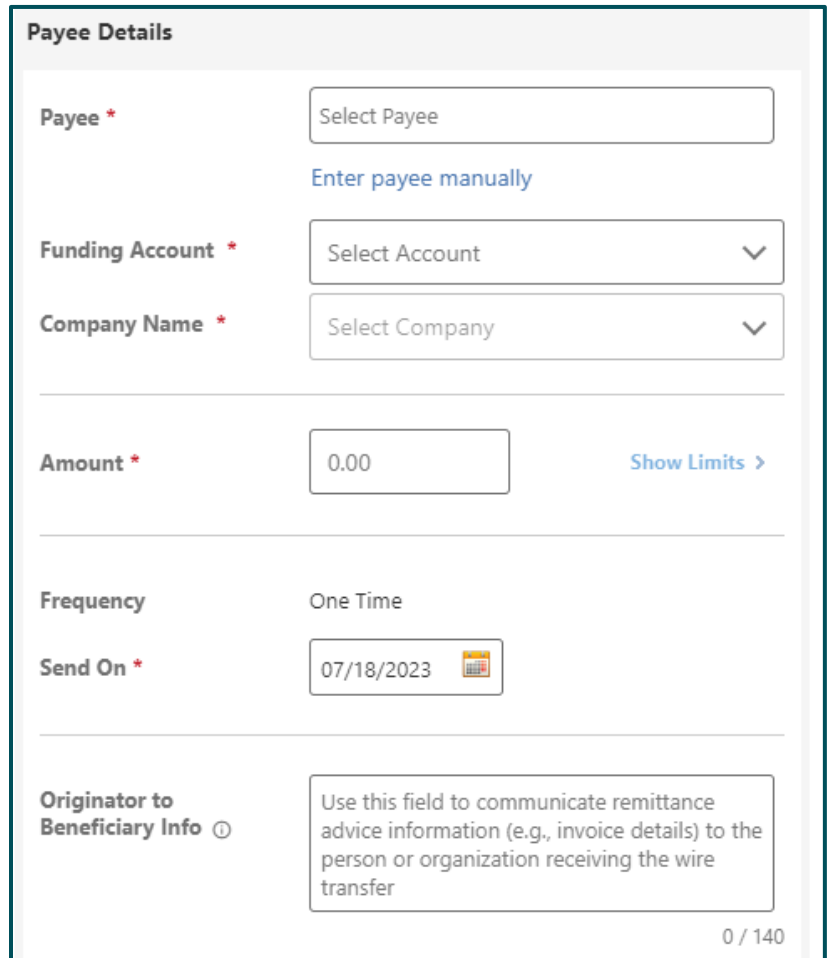
Choose “Wires” from the Business Banking drop-down menu.



STEP 02/04

Follow the dropdowns to select the **Payee**, **Funding Account**, and **Company Name**.

Enter the **Amount**, **Send On** date, and any necessary information in the **Originator to Beneficiary Info**.



The screenshot shows the 'Payee Details' form with the following fields and options:

- Payee ***: A dropdown menu with 'Select Payee' and a link to 'Enter payee manually'.
- Funding Account ***: A dropdown menu with 'Select Account' and a downward arrow.
- Company Name ***: A dropdown menu with 'Select Company' and a downward arrow.
- Amount ***: A text input field containing '0.00' and a link to 'Show Limits >'.
- Frequency**: A dropdown menu with 'One Time' selected.
- Send On ***: A date input field containing '07/18/2023' and a calendar icon.
- Originator to Beneficiary Info ⓘ**: A text area with the instruction: 'Use this field to communicate remittance advice information (e.g., invoice details) to the person or organization receiving the wire transfer'.

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STEP 03/04



Once you've confirmed the details on the right-hand side, select "Confirm Payment".

STEP 04/04

To check if the wire has been scheduled successfully, go to the "Scheduled" tab and scroll down to find the wire transfer.

Then, click on "View Details" to view more details or on "Cancel" to cancel the wire transfer.



Scheduled Payments			Show Search ▾	
	Account Field Test STAR FIRST — 9098	\$2.00	Cancel	View Details
	Account Field Test STAR FIRST — 9098	\$500.00	Cancel	View Details