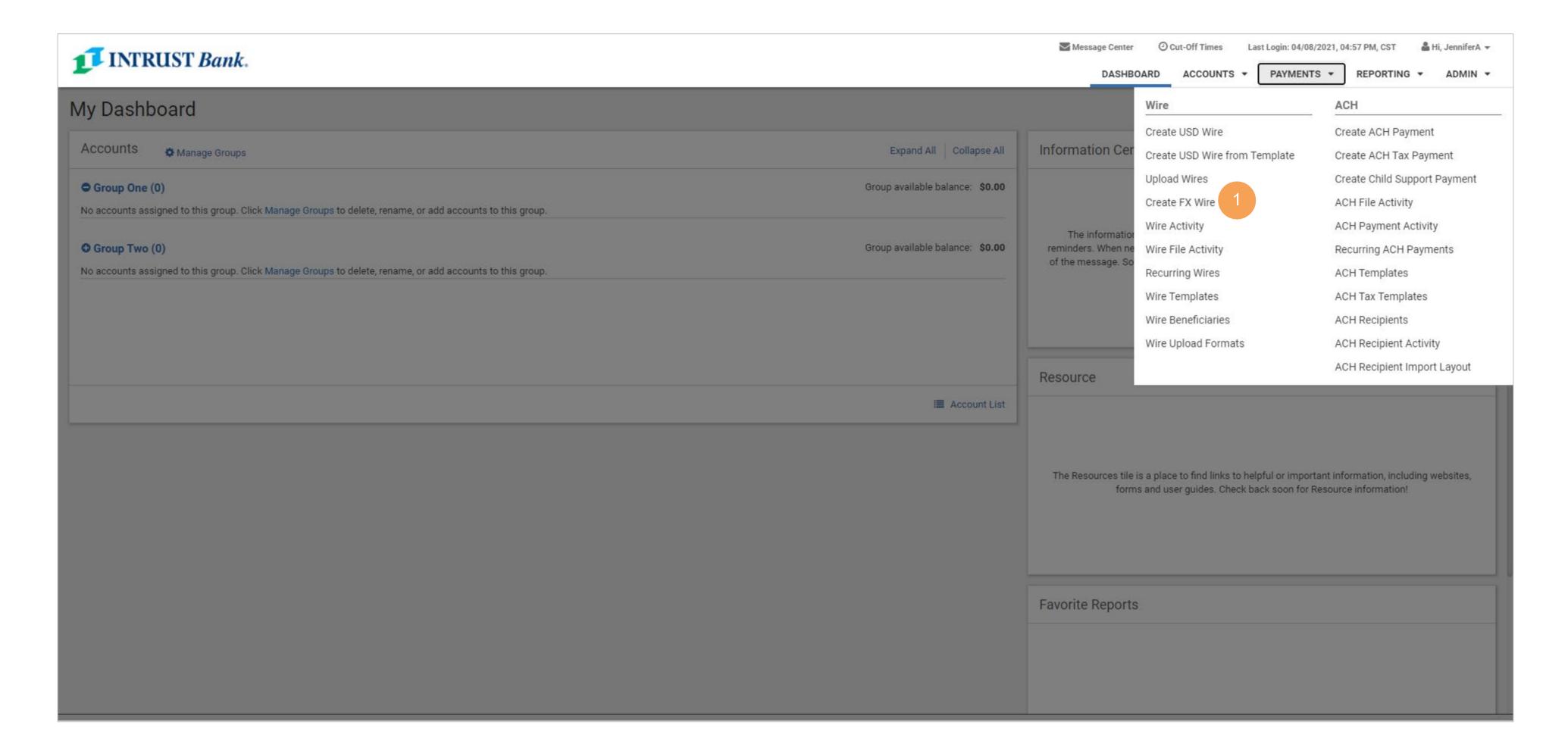


FX International Wire

Quick Reference Guide

1 Payments > Wire > Create FX Wire



Create Foreign Currency (FX) Wire

1 Destination Currency

Select the currency that the wire funds are converting to.

2 Wire Amount

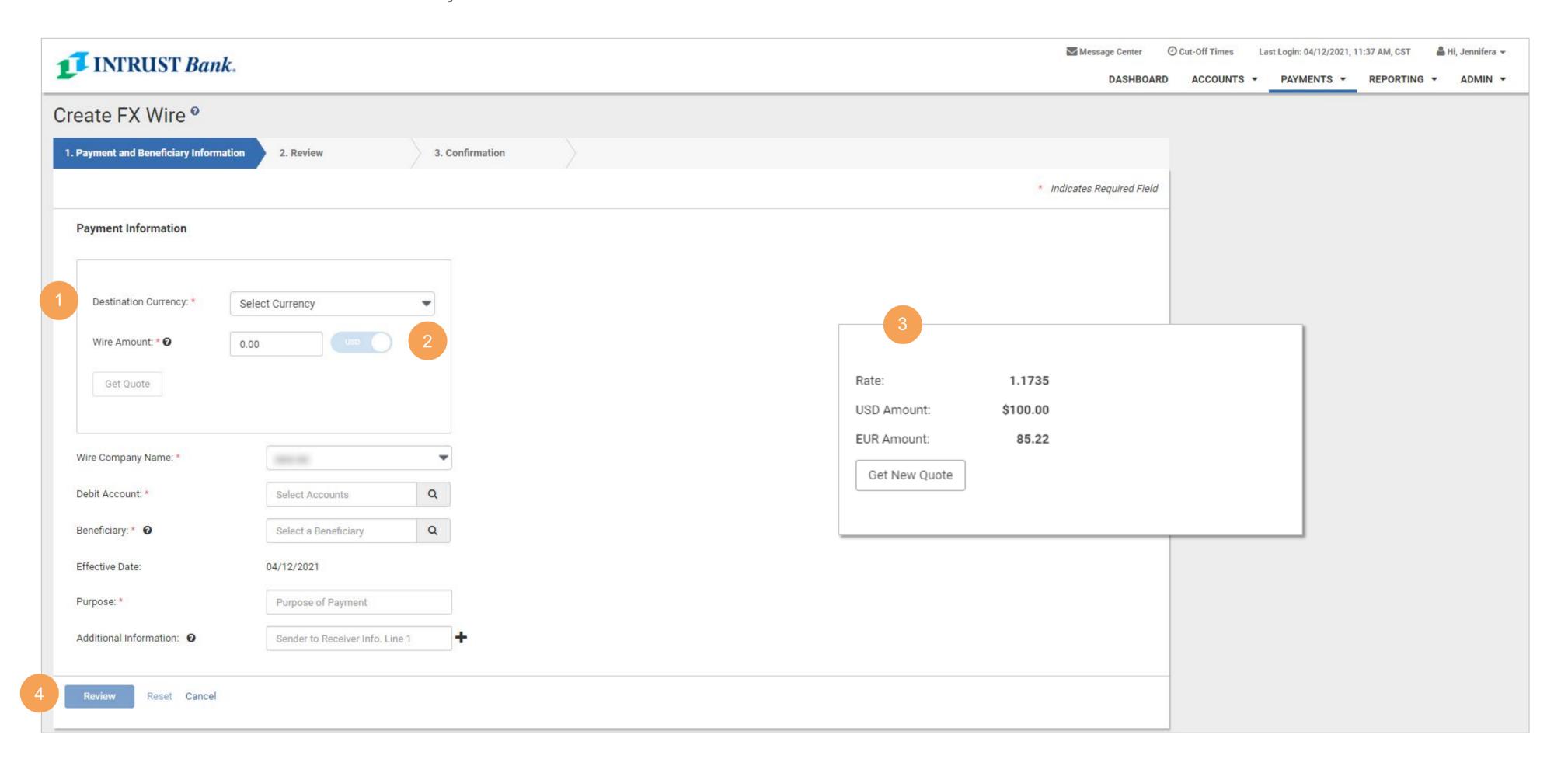
Use the slide bar to indicate if the entered amount is a USD value or destination currency value.

3 Get Quote

Select Get Quote to view the exchange rate, USD amount and foreign currency amount.

4 Review

Review wire information.



Wire Activity

The Wire Activity page displays a list of all wires that have an effective date of the current week.

1 Information Available

- Transaction ID
- Wire Company
- Wire Type
- Debit Account
- Beneficiary Name
- Currency

- Wire Amount
- Effective Date
- Created Date
- OMAD
- Status
- Actions

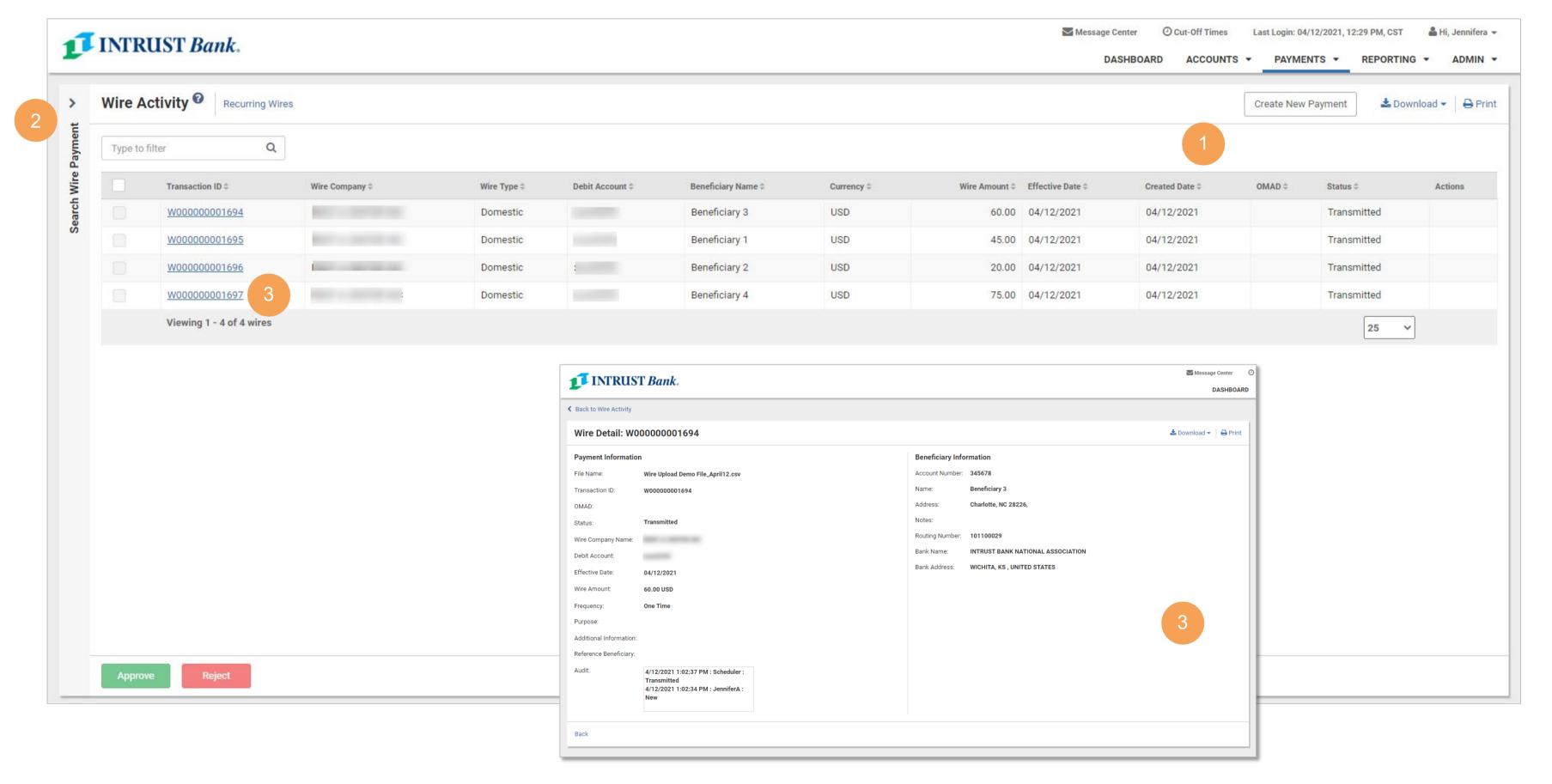
2 Search Wire Payment

If a template is in a ready status the following options are available from the Actions drop-down:

- Initiate
- View
- Edit
- Delete

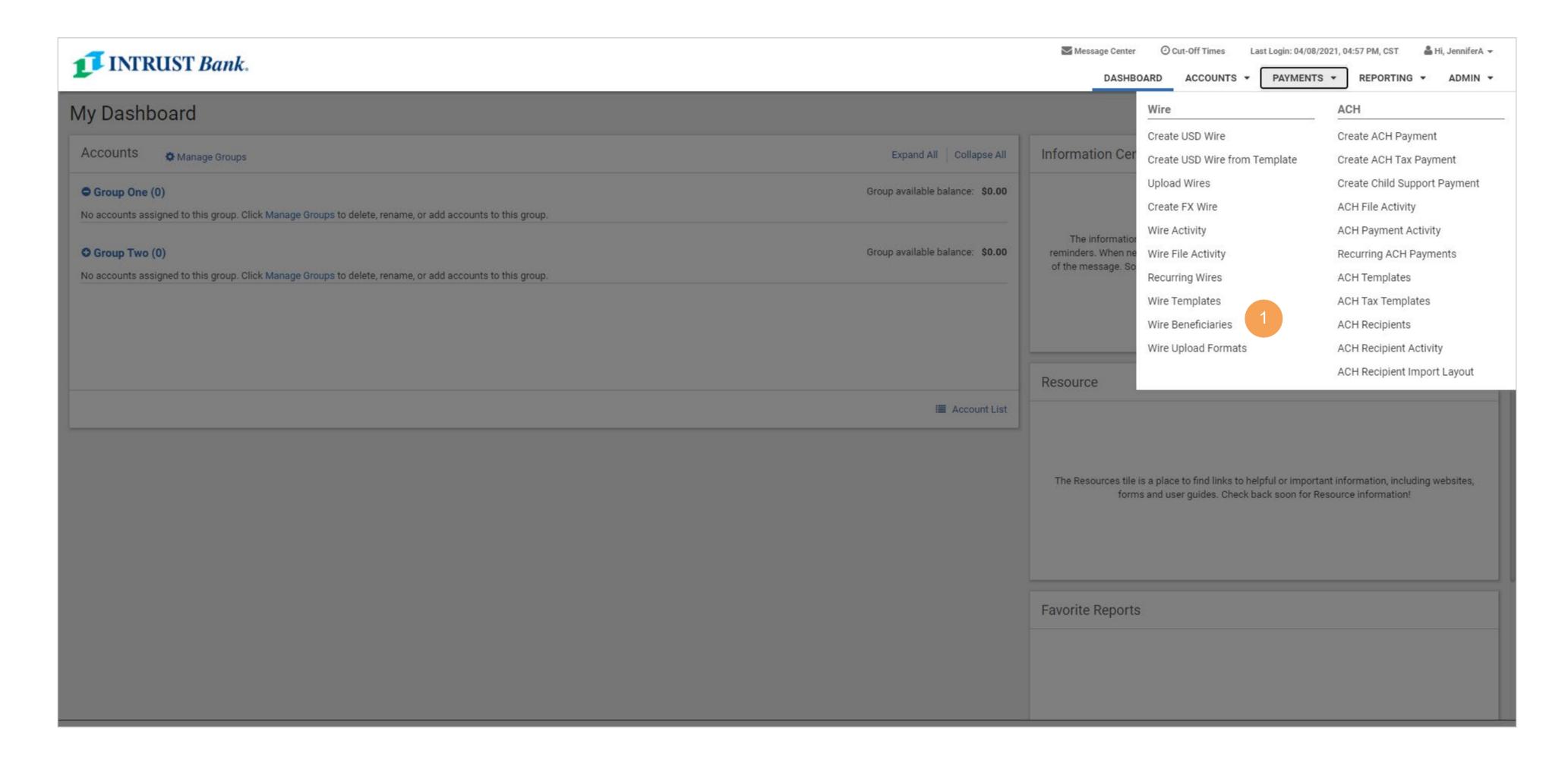
3 Wire Detail

Select the Transaction ID to see the Payment and Beneficiary information for a specific wire.



1 Payments > Wire > Wire Beneficiaries

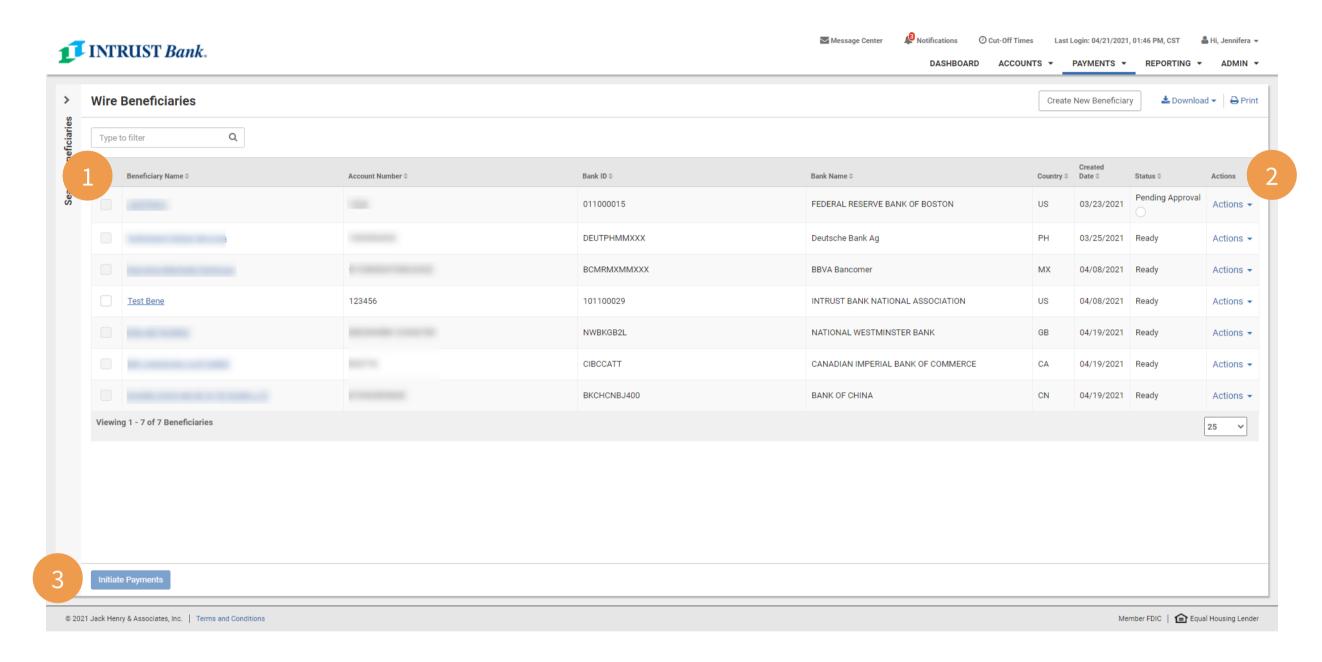
- Users can view a list of wire beneficiaries
- Create wire beneficiaries
- View beneficiary detail



International Wire Payments

Wire Beneficiaries

The Wire Beneficiary page will display a list of wire beneficiaries.



1 Information Available

- Beneficiary Name
- Account Number
- Bank ID
- Bank Name

Country

- Created Date
- Status
- Actions

2 Actions

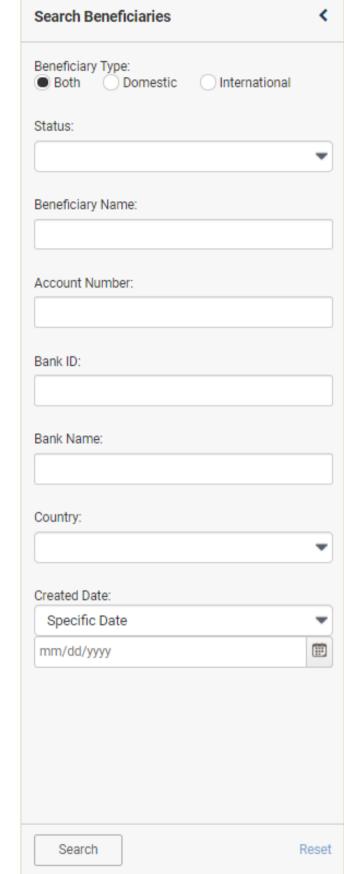
If a beneficiary is in a ready status the following actions are available from the Actions drop-down:

- View
- Delete

Note: If a beneficiary is Pending Approval, selecting Approve or Reject from the Actions menu drop-down will update the status for that template.

3 Initiate Payments

Select Initiate Payments after checking one or more beneficiaries to proceed to the Create Multiple Wires page.



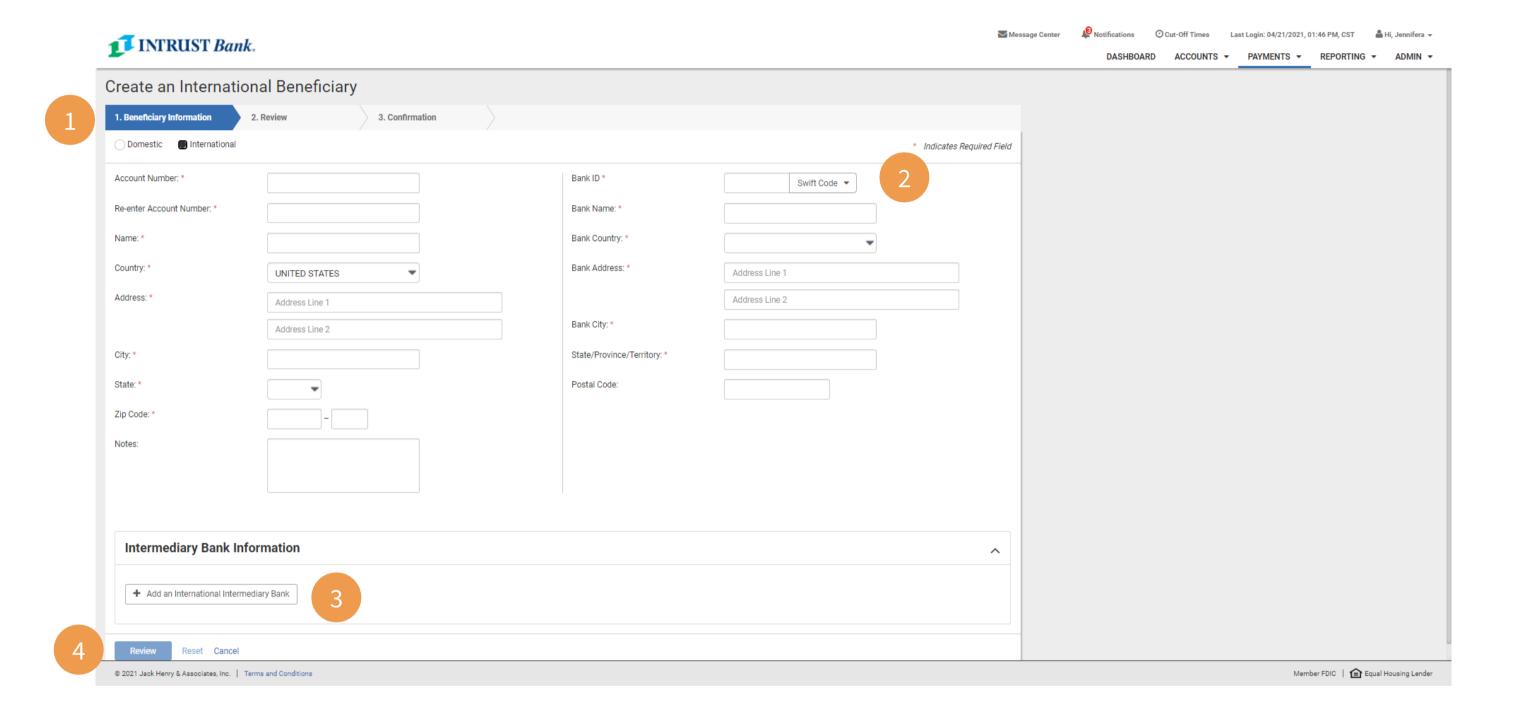
Search Beneficiaries

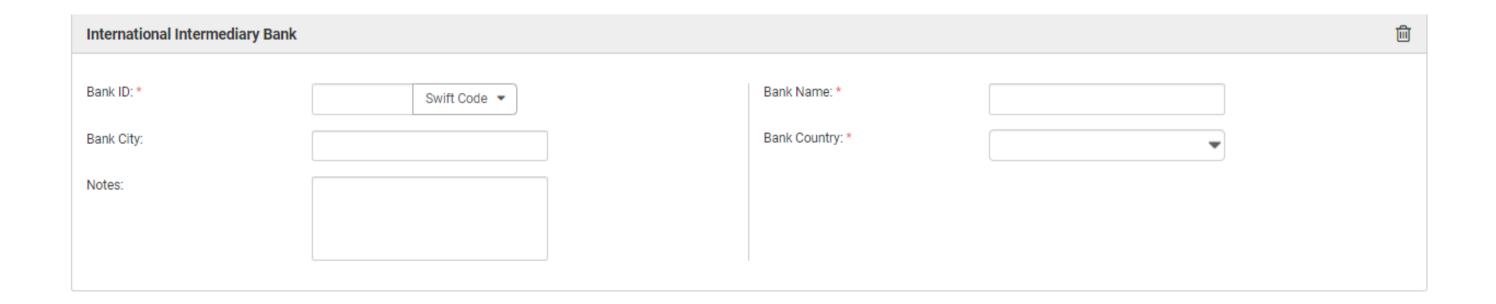
Use one or more of the following fields to search for a specific payment or payments:

- Beneficiary Type
- Status
- Beneficiary Name
- Account Number
- Bank ID
- Bank Name
- Country
- Created Date
 - Specific Date
 - Date Range

International Wire Payments

Create an International Beneficiary





1 Beneficiary Information

- Account Number
- Name
- Country
- Address
- City
- State
- Zip Code
- Notes (optional)
- Bank ID
- Bank Name
- Bank Country
- Bank Address (optional)
- Bank City
- State/Province/Territory (optional)
- Postal Code

2 Bank ID Lookup

Select one of the following:

- Swift Code
- IBAN Number
- Sort Code

3 Intermediary Bank Information

Select Add an International Intermediary Bank and input the following:

- Bank ID
- Bank City (optional)
- Notes (optional)
- Bank Name
- Bank Country

4 Review

Select Review to proceed to the Review tab.

After Reviewing the information entered select Confirm to proceed to the Confirmation tab, confirming that the beneficiary is ready.