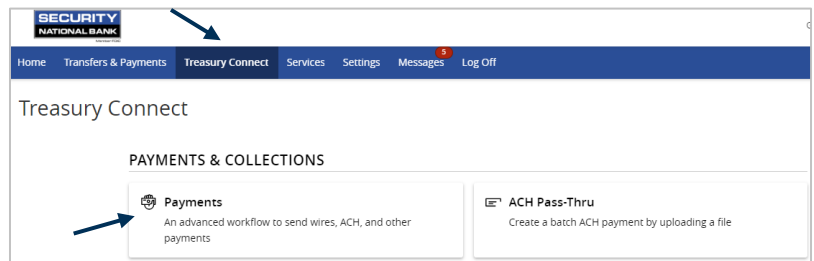




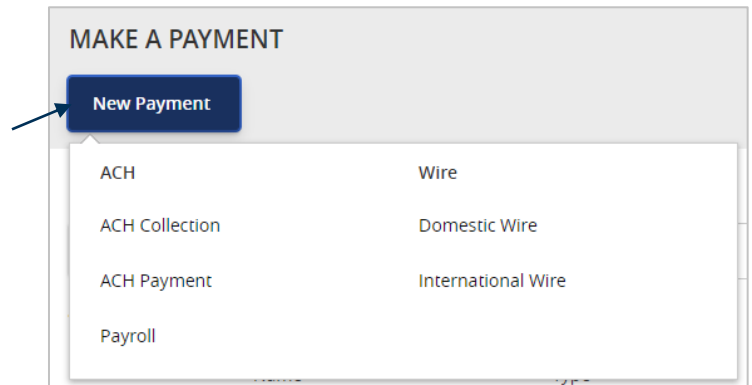
NOTE: Supported file types include the following:

- Single-batch NACHA formatted file containing an SEC Class Code of either PPD (Prearranged Payment and Deposit to or from a consumer account) or CCD (Cash Concentration and Disbursement to or from a business account).
- 5-Column CSV File

1. Select the 'Treasury Connect' menu and then select 'Payments'.



2. Select 'New Payment' and the desired transaction type from the drop-down menu.



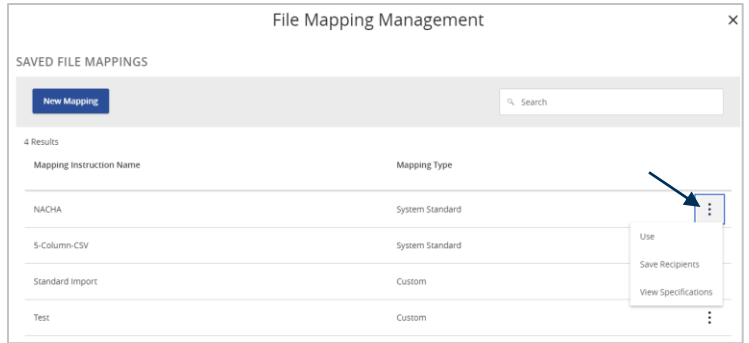
3. Click the 'Upload From File' link.



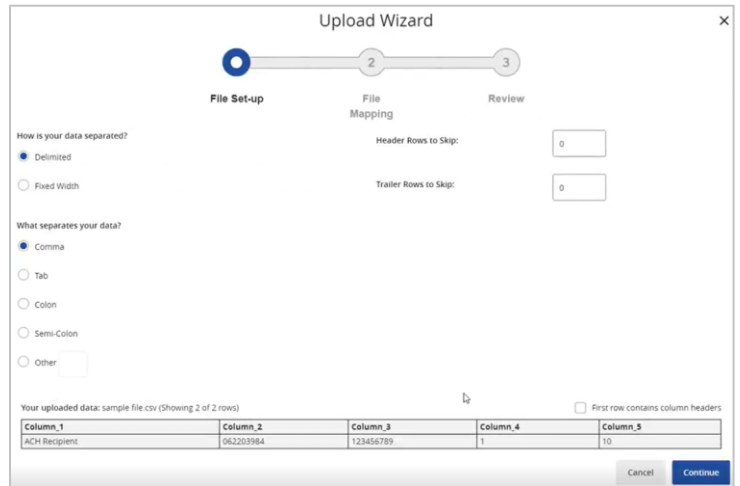
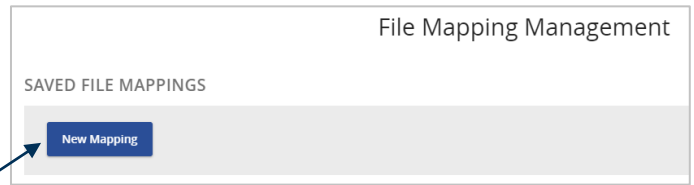
Questions? Please call our Customer Care Center toll-free at 855-614-4061.



- Click the mapping actions menu option to utilize a pre-existing mapping format.
- Select the 'Use' option.
- Select a file to import.
- Hit 'Upload File'.



- If a new file map is needed, click the 'New Mapping' button.
- Select a file to import.
- Confirm the file delimiter and if the file contains column headers.
- Click 'Continue'.



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- 12. Designate the system field for each column to be mapped.
- 13. Click 'Continue'.

Upload Wizard

File Set-up | **File Mapping** | Review

What columns correspond to the system values?

Uploaded File Header	Uploaded File Content Preview	System Field	Status
ACH Recipient	Another Recipient	Recipient: Display Name	Ready
062203984	062203984	Recipient: Routing Number	Ready
123456789	987654321	Recipient: Account Number	Ready
1	2	Recipient: ACH ID	Ready
10	25	Recipient: Account Type	Ready

Back Cancel **Continue**

- 14. Indicate whether to save the mapping instructions.
 - a. If yes, enter the desired mapping instruction name.
- 15. Designate if the file should be 'Private' or 'Shared'.
- 16. Click 'Finish'.

Upload Wizard

File Set-up | File Mapping | **Review**

Review Selected File Mappings

Uploaded File Header	System Field
ACH Recipient	Recipient: Display Name
062203984	Recipient: Routing Number
123456789	Recipient: Account Number
1	Recipient: ACH ID
10	Recipient: Account Type

Would you like to save these file mapping instructions?
 No
 Yes
Mapping Instruction Name: _____

Do you want this File Mapping to be Private or Shared?
 Private
 Shared

Back Cancel **Finish**

Questions? Please call our Customer Care Center toll-free at 855-614-4061.