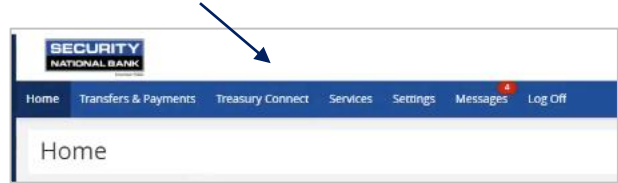




1. Click on 'Treasury Connect', then select the 'Payments' tile.



## PAYMENTS & COLLECTIONS

<b>Payments</b> An advanced workflow to send wires, ACH, and other payments	<b>Positive Pay QuickView</b> Validate check payments & automate check processing
<b>Positive Pay</b> Validate check payments and ACH transactions	<b>Tax Payments</b> Pay federal or state taxes

2. Select 'New Payment' and then 'Domestic Wire' from the dropdown menu.

**MAKE A PAYMENT**

**New Payment**

- ACH
- ACH Collection
- ACH Payment
- Payroll
- Wire
- Domestic Wire
- International Wire

Questions? Please call our Treasury Operations Team at 877-686-3590.



3. Select the Subsidiary from the drop down, if more than one is available.

4. Select the Account from the next drop down. If the account number is not listed, type in the last 4 digits to search

Select the Date of the wire. Same day wires may be submitted until 4 pm Central Time. Any wires input after that time will default to the next business day.

Origination Details

From Subsidiary

Account

Process Date ⓘ

Recurrence  
None

5. Select Set Schedule to set up a recurring schedule for the wire (optional)

### Schedule Recurring Transaction

How often should this transaction repeat?

1st Of The Month       Every Other Week

Last Day Of The Month       Monthly

1st & 15th Of The Month       Quarterly

15th & Last Day Of The Month       Semi-Annually

Daily (Monday - Friday)       Yearly

Weekly

When should this transaction stop?

On/Before Date

After  occurrence(s)

Forever (Until I Cancel)

Questions? Please call our Treasury Operations Team at 877-686-3590.



6. Select the recipient from the Recipient Drop down and input the amount of the wire.
7. Input the Purpose of the Wire. This is a required field and will stay internal to the bank. Any information that will need to travel with the wire should be added under Optional Wire information.

Wire Details

Recipient/Account: John Doe, Checking

Amount: \$ 1.00

Purpose Of Wire: Test Wire

OPTIONAL WIRE INFORMATION

Message to Beneficiary: Invoice number 214

Description:

8. Review all information for accuracy. Then select 'Draft' or 'Approve' to complete the process.

Cancel Draft Approve

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