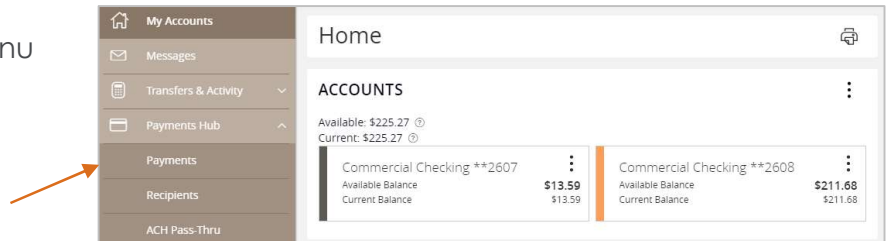
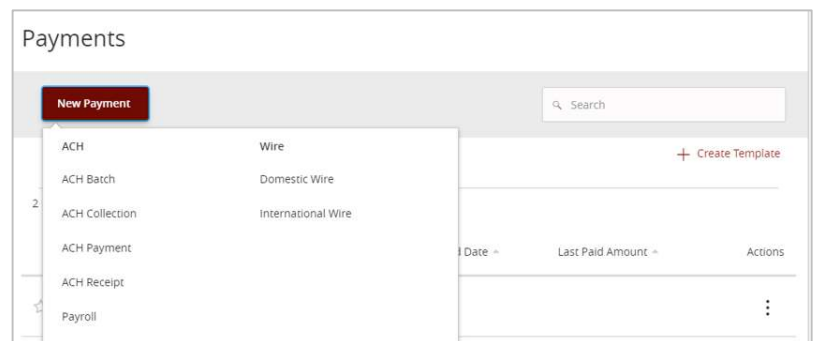


NOTE: Wire Upload allows you to upload a formatted CSV file to the online banking system instead of inputting the wire information manually.

1. Select the 'Payments Hub' menu and then select 'Payments'.



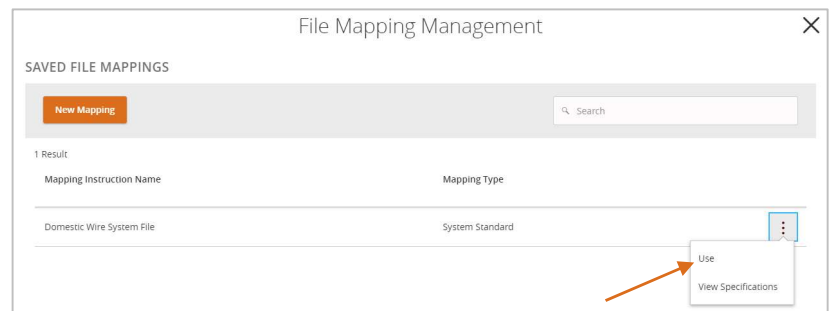
2. Select 'New Payment' and then 'Domestic Wire'.



3. Select the 'Upload from File' link in the top right corner.



4. Select the 'Use' option to upload a CSV formatted file.



NOTE: Upon clicking the 'Use' option, the browse box will open. Select the file to upload from your computer and click 'Open'.

5. Indicate the Process Date for the wires.
 - a. If all wires need to be processed on the same day, check the 'Use same Date for all wires' box and click on the calendar below to specify the desired Process Date.
 - b. If the wires need to be processed on varied days, leave the 'Use same Date for all wires' box unchecked and indicate the Process Date for each wire individually.

NOTE: The fields for each wire will be populated in accordance with the data included in the CSV file being imported.

Review all information on the screen for accuracy and select 'Approve' or 'Draft' in accordance with user entitlements.

Domestic Wire [Change Type](#)
Upload From File

Origination Details

From Subsidiary Account

Use same Subsidiary for all wires Use same Account for all wires

VERITEX COMMERCIAL TEST
*****9829

Process Date Recurrence

Use same Date for all wires Set schedule

10/20/2023 📅

Wires (2) 🔍 Find recipients in payment

+ Add multiple recipients

Recipient/Account	Amount
Cory Test Checking 7200123456789	\$ 3.45
Commercial Checking xxxxxx2807 \$13.59	
Purpose Of Wire ⓘ Sample	
OPTIONAL WIRE INFORMATION ⌵	
Recipient/Account	Amount
Display Name or Wire Name Checking 123456789	\$ 1.23
Commercial Checking xxxxxx2807 \$13.59	
Purpose Of Wire ⓘ	

\$4.68
2 Wires

Cancel
Draft
Approve