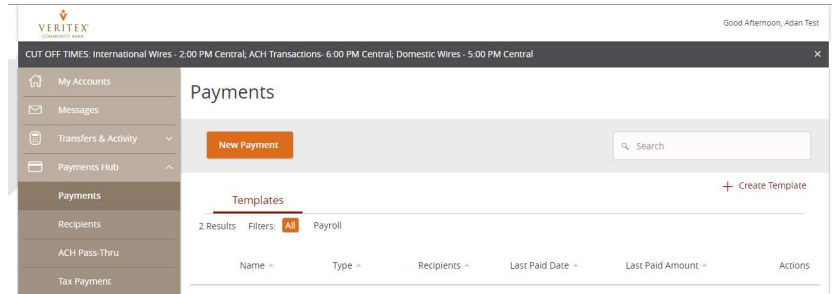
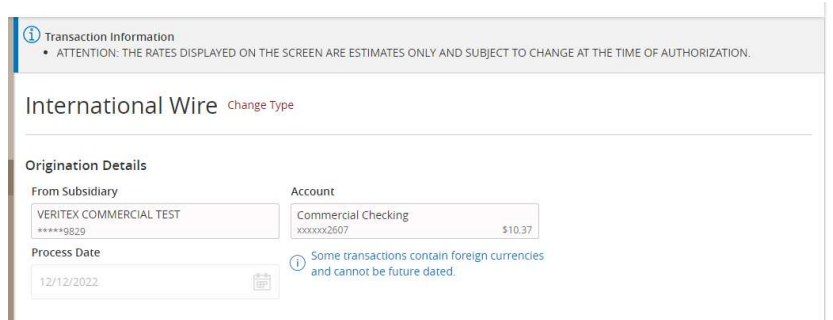


## Creating an International Wire

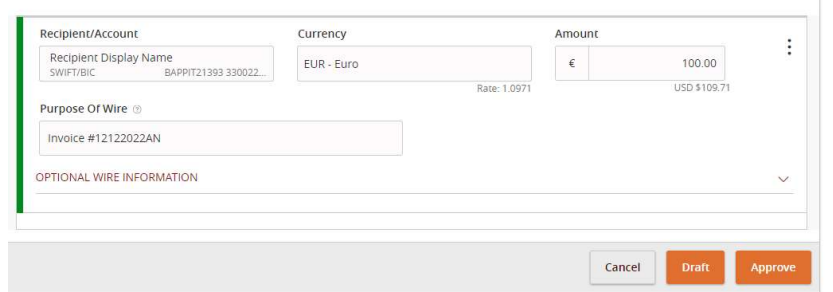
1. Click on 'Payments' under the 'Payments Hub' menu.
2. Click on 'New Payment'.
3. Select 'International Wire'



1. Select desired subsidiary in the 'From Subsidiary' drop-down menu.
2. Select originating account in the 'Account' drop-down menu.
3. 'Process Date' can **only** be selected when **USD** is the selected currency. Future dated wires are unavailable for payments made in a foreign currency.
4. Click on 'Set Schedule' to make the wire recurring. This option is only available when **USD** is the selected currency.



5. Select 'Recipient/Account' from drop-down.
6. Select desired currency.
7. Enter 'Amount'. **Note:** Rates Displayed below the entered amount are estimates only and subject to change at the time of authorization.
8. Enter 'Purpose of Wire'.



Questions? Call our customer support.

Phone: 833-VERITEX (833-837-4839) or 469-443-9912 (Treasury Support: 972-349-6195)

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9. Click on 'OPTIONAL WIRE INFORMATION' to expand additional fields.
10. Enter 'Other Information/Further Credit To' for each wire. (Optional)

**NOTE:** Additional details entered in the 'Other Information/Further Credit To' field will be delivered to 'Recipient' with 'Wire'.

11. Enter 'Discription' for each wire. (Optional)

**NOTE:** Additional details entered in the 'Description' field will be for internal online banking reference. Is not delivered with 'Wire'.

12. Click on 'Draft' or 'Approve' depending on user rights. **Note:** Rates Displayed below the entered amount are estimates only and subject to change at the time of authorization. Leaving a transaction in 'Drafted' status before authorization may increase the likelihood of rate changes.

**NOTE:** Click on 'Draft' to 'Save' the 'Wire' for 'Users' with 'Approval Rights'.

**NOTE:** Click on 'Approve' to 'Approve' the 'Wire' with your 'Token'.

OPTIONAL WIRE INFORMATION

Other Information/Further Credit To ⓘ

Payment to Account 12345

Description ⓘ

December Payment

×

!

Transaction Drafted

Transaction requires 1 approval(s).

Transaction ID: 1617416

Total Amount: \$109.71

Close

View in Activity Center

## Managing Wires

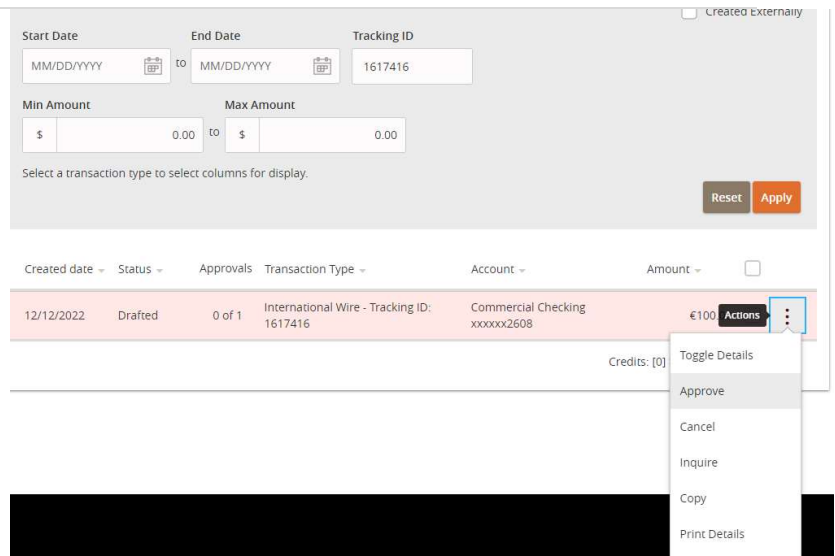
**NOTE:** 'Users' with 'Approval Rights' can 'Approve' the 'Wire' that was 'Drafted' in the 'Activity Center'.

13. Click on 'Activity Center' under the 'Transaction' menu.
14. Click on the three dots on the right-hand corner for the 'Wire' and click on 'Approve' from the 'Actions' drop-down.

**NOTE:** You can 'Toggle Details', 'Cancel Wire', 'Inquire' about 'Wire', 'Copy', or 'Print Details' for the wire.

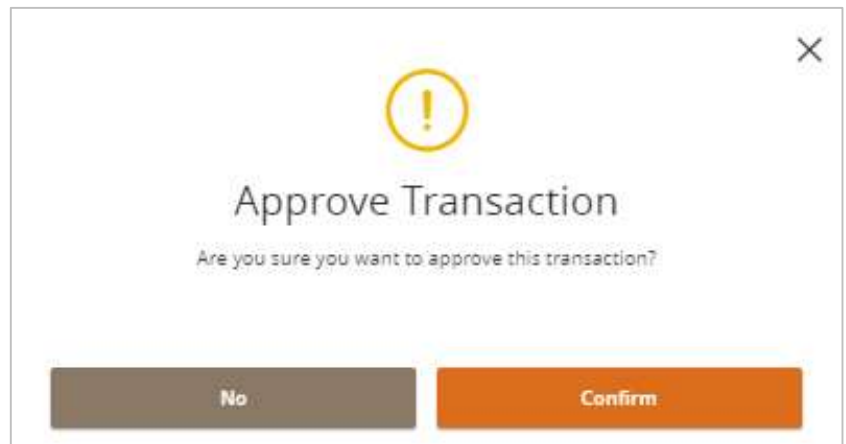
**\*If you are needing to 'Cancel' a 'Wire' and the 'Cancel' option is not available, call Treasury Support – 972-349-6195.**

15. Click on 'Confirm'.



The screenshot shows the 'International Wire Payment' interface. At the top, there are filters for 'Start Date', 'End Date', and 'Tracking ID'. Below these are 'Min Amount' and 'Max Amount' filters. A table lists transactions with columns: 'Created date', 'Status', 'Approvals', 'Transaction Type', 'Account', and 'Amount'. A transaction is shown with a status of 'Drafted' and an amount of '€100'. An 'Actions' dropdown menu is open for this transaction, showing options: 'Toggle Details', 'Approve', 'Cancel', 'Inquire', 'Copy', and 'Print Details'.

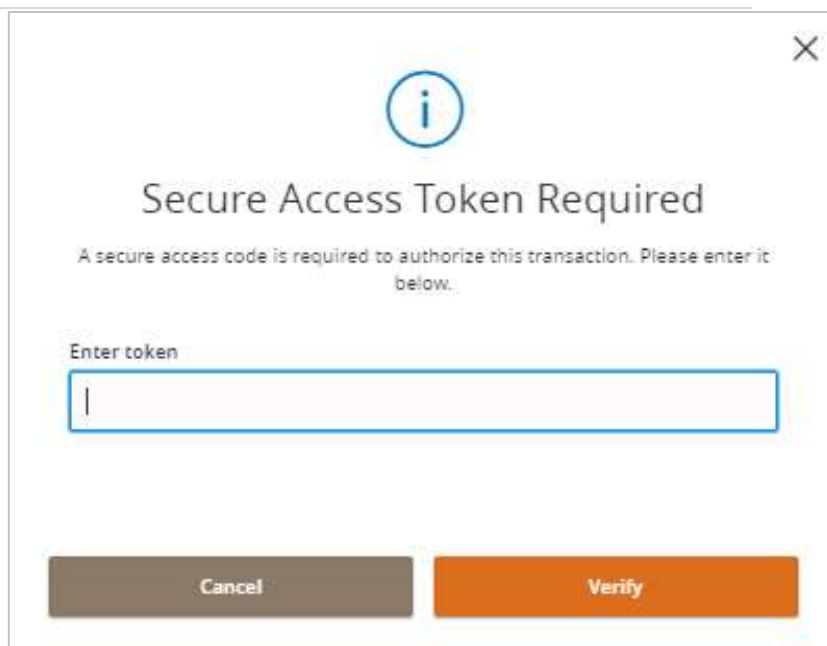
Created date	Status	Approvals	Transaction Type	Account	Amount
12/12/2022	Drafted	0 of 1	International Wire - Tracking ID: 1617416	Commercial Checking xxxxxx2608	€100



The screenshot shows a dialog box titled 'Approve Transaction'. It contains a yellow warning icon and the text 'Are you sure you want to approve this transaction?'. At the bottom, there are two buttons: 'No' and 'Confirm'.

16. Enter 'Token' code.

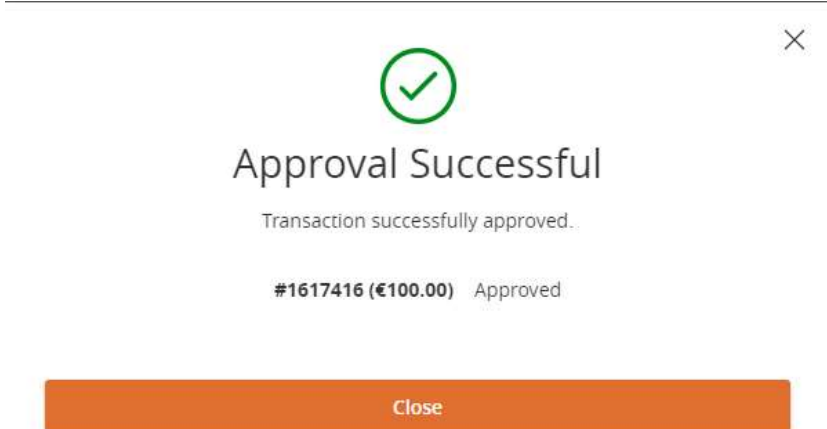
17. Click 'Verify'.



A dialog box titled "Secure Access Token Required" with a blue information icon at the top. Below the title, it says "A secure access code is required to authorize this transaction. Please enter it below." There is a text input field labeled "Enter token" with a blue border. At the bottom, there are two buttons: "Cancel" (grey) and "Verify" (orange).

18. 'Approval Successful' message will appear on screen. Click on 'Close' to return to 'Activity Center' screen.

19. To review final contracted rate for foreign currency payments, please review the transaction in your 'Activity Center'



A dialog box titled "Approval Successful" with a green checkmark icon at the top. Below the title, it says "Transaction successfully approved." and "#1617416 (€100.00) Approved". At the bottom, there is a single orange button labeled "Close".

\*If you would like to setup 'Wire Notifications' for both 'Incoming' and/or 'Outgoing' 'Wires' please send email to [treasury@veritexbank.com](mailto:treasury@veritexbank.com) with a list of accounts you would like them for and a list of who should receive the notices along with their email.

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