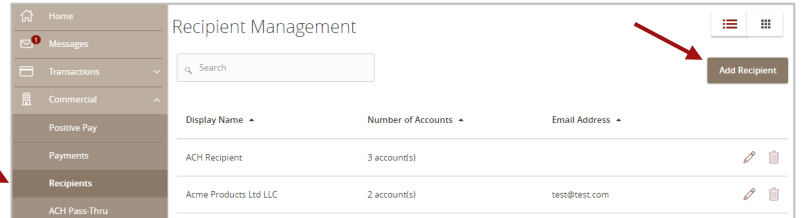


NOTE: A 'Recipient' is an individual or company which is either debited or credited via ACH or Wire.

Domestic Recipients

1. Select the 'Recipients' option under the 'Commercial' menu.
2. Click on 'Add Recipient' on the right side of the screen.



3. 'Display Name' is used for sorting/referencing the recipient in the 'Recipients' menu.

Add Sample Display

Display Name *	Email Address *	
Sample Display	sample@abc.com	<input checked="" type="checkbox"/> Send email notifications for template payments

4. 'E-mail address' is the recipient's e-mail address.

NOTE: 'Send e-mail notifications' option generates an e-mail to the recipient at the time the ACH or Wire transaction is processed by Veritex Community Bank.

5. 'Payment Types' designates which transaction type(s) the account is eligible for.

- a. 'ACH Only' will display only fields corresponding with ACH.
 - i. Enter the recipient's account type and account number.

Accounts (1) + Add account ^

Account	Payment Type	Financial Institution (FI)	Routing Number
Account - New	ACH and Wire		N/A

Payment Type

ACH Only v

Account Type * Account *

Select Account Type v

Financial Institution (FI) Refined Search **ACH Routing Number ***

Search by name or routing #.

Questions? Call our customer support.
 Phone: 833-VERITEX (833-837-4839) or 469-443-9912 (Treasury Support: 972-349-6195)

NOTE: The Financial Institution (FI) lookup tool can be used to dynamically search for a domestic bank or credit union by either name or routing number.

Select the 'Refined Search' option to search for a specific branch location of the domestic bank or credit union based upon city and state.

The ACH Routing Number will populate accordingly.

A search box titled "Financial Institution (FI) Refined Search" with a magnifying glass icon and the placeholder text "Search by name or routing #."

A screenshot of the search results for "Veritek". The search box contains "Veritek". Below it, the results for "VERITEX COMMUNITY BANK" are shown, including the address "8214 Westchester Dr Ste 100 Dallas TX, 75225", Wire ABA Number "113024164", and ACH ABA Number "113024164". To the right, there is a "Country" dropdown menu set to "United States".

Financial Institution Refined Search

Name or Routing Number	City	State	Wire ABA Number	ACH ABA Number
Veritek	Dallas	Select State		
VERITEX COMMUNITY BANK	4029 Nw Pkwy Dallas, TX 75225		113024164	113024164
VERITEX COMMUNITY BANK	6116 N Central Expy, Ste 100 Dallas, TX 75206		113024164	113024164
VERITEX COMMUNITY BANK	2101 Abrams Rd Dallas, TX 75214		113024164	113024164
VERITEX COMMUNITY BANK	17950 Preston Rd, Ste 100 Dallas, TX 75252		113024164	113024164
VERITEX COMMUNITY BANK	8214 Westchester Dr Ste 100 Dallas, TX 75225		113024164	113024164

- b. 'Wire Only' will display only fields corresponding with Wires. Enter the recipient's account number.

NOTE: The Financial Institution (FI) lookup tool can be used to dynamically search for a domestic bank or credit union by either name or routing number.

The Wire Routing Number and Beneficiary Institution address will populate accordingly.

A screenshot of a wire transfer form. The "Payment Type" is set to "Wire Only" and "Beneficiary Type" is "Domestic". The "Account" field contains "12345". The "Beneficiary Institution" section is populated with "VERITEX COMMUNITY BANK", "United States", "FI ABA Number" "113024164", "Address 1" "8214 Westchester Dr Ste 100", "State" "Texas", and "Postal Code" "75225".

Questions? Call our customer support.

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- c. 'ACH and Wire' will display only fields corresponding with both ACH and Wires. Complete the fields for both ACH and Wires in accordance with steps 9a and 9b.

NOTE: The Financial Institution (FI) lookup tool can be used to dynamically search for a domestic bank or credit union by either name or routing number.

The screenshot shows a form titled 'Account - New' with a sub-header 'ACH and Wire'. The form is divided into several sections:

- Payment Type:** ACH and Wire (selected)
- Beneficiary Type:** Domestic
- Account Type *:** Checking
- Account *:** 12345
- Financial Institution (FI):** Includes a search bar with the text 'Search by name or routing #' and a 'Refined Search' button.
- ACH Routing Number *:** 113024164
- Beneficiary Institution:**
 - Display Name *:** VERITEX COMMUNITY BANK
 - Country *:** United States
 - FI ABA Number *:** 113024164
 - Address 1 *:** 8214 Westchester Dr Ste 100
 - Address 2:** (empty)
 - City *:** Dallas
 - State *:** Texas
 - Postal Code *:** 75225

The ACH and Wire Routing Number and Beneficiary Institution address will populate accordingly.

- 'Wire Recipient Name' is the name to be inserted into the Fed Wire file.
- 'ACH Recipient Name' is the name to be inserted into the batch header record in the NACHA file.
- 'ACH ID' is a known company identifier associated with the recipient. This is an optional field.
- 'E-mail address' is the recipient's e-mail address.
- Address fields on the bottom half of the screen correspond with the recipient's address.
- Click 'Save Recipient' to complete the setup.

The screenshot shows a form titled 'Recipient Details' with the following fields:

- Wire Recipient Name:** Joe Sample
- ACH Recipient Name:** Joe Sample
- ACH ID:** 12345
- Country:** United States
- Address 1 *:** 123 Main St
- Address 2:** (empty)
- City *:** Dallas
- State *:** Texas
- ZIP *:** 78777

At the bottom right, there are two buttons: 'Cancel' and 'Save Recipient'.

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International Recipients

1. Select the 'Wire Only' option next to 'Payment Type'
2. Select the 'International' option under 'Beneficiary Type'.
3. Select the desired International Account Type.
4. Complete the required fields designated with an asterisk.

NOTE: The fields on the screen will depend on the International Account Type selected in the previous step.

The screenshot shows the 'Account - New' form with the following fields and options:

- Payment Type:** Wire Only (selected)
- Beneficiary Type:** International (selected)
- International Account Type:** Account and SWIFT/BIC (selected, with a dropdown menu open showing options: IBAN, Account and SWIFT/BIC, Account, IBAN and SWIFT/BIC)
- Account *:** 12345

The screenshot shows the 'Account - New' form with the following fields and options:

- Payment Type:** Wire Only (selected)
- Beneficiary Type:** International (selected)
- International Account Type:** Account and SWIFT/BIC (selected, with a dropdown menu open showing options: IBAN, Account and SWIFT/BIC, Account, IBAN and SWIFT/BIC)
- Account *:** 12345

Questions? Call our customer support.

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