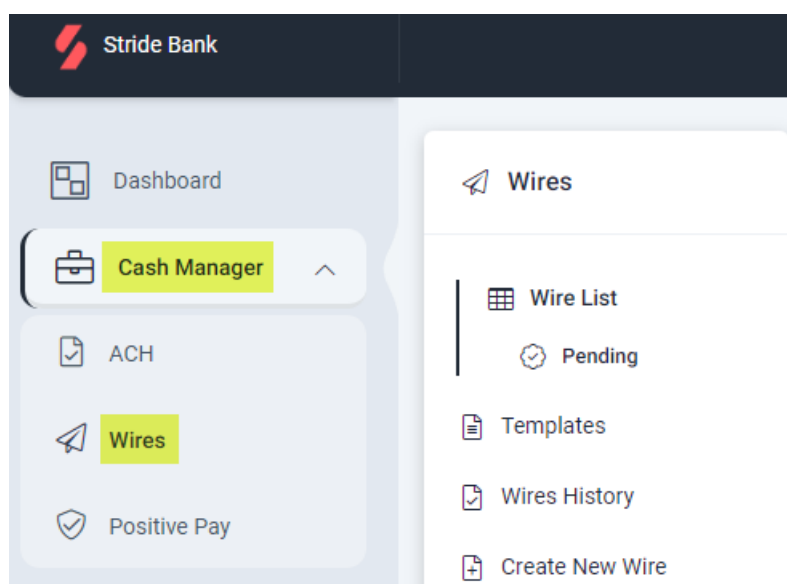


Wires User Guide

Accessing your Wire menu:

- ✓ Click on Cash Manager
- ✓ Then click on Wires



This will provide you with your Wire menu options:

- ✓ Wire List (Pending) – used to initiate, delete, or edit an existing wire
- ✓ Templates – used to initiate a wire template (repetitive wire)
- ✓ Wires History – shows the activity (including information in the pic below) for a date range once a wire has been transmitted and processed

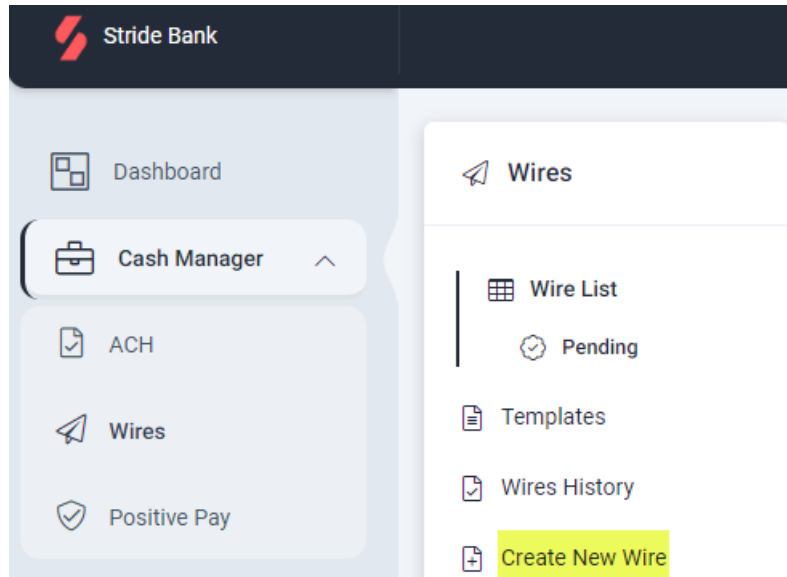
| Status | Created | Transfer | Recipient | Account # | Amount | Beneficiary Bank | Approved | Approved By |
|--------|---------|----------|-----------|-----------|--------|------------------|----------|-------------|
|--------|---------|----------|-----------|-----------|--------|------------------|----------|-------------|

- ✓ Create New Wire – used to create a wire



Creating a Wire:

- ✓ Click Create New Wire menu tab



On the Create New Wire page:

- ✓ Choose the Company – if you have more than one company that can transmit wires, they will be listed
- ✓ Choose the Funding Account – if you have more than one wire funding account, they will be listed
- ✓ Choose the Wire Type – Domestic or International
- ✓ Choose the Wire Method – Single, One-Time (Future Dated) or Template
- ✓ Choose the Template, if applicable
- ✓ Enter a Nickname – give it a descriptive name that will tell you what the wire is for (such as XXX)
- ✓ Enter the Amount of the wire
- ✓ Choose the Send Date (if using the pop-up calendar, click Apply after choosing the date)
- ✓ If desired, enter a Purpose for Wire Transfer – information such as Invoice number, FBO information, etc.
- ✓ If needed, toggle on the Add Originator to Beneficiary Info (OBI) field and use the Originator to Beneficiary Info (OBI) – Line 1 through Originator to Beneficiary Info (OBI) – Line 4 fields to input additional information.



Create New Wire



Wire transfers must be transmitted Monday through Friday between the hours of 8:00 AM and 4:00 PM CT – Wire transfers initiated after 4:00 PM CT will not be processed until the following business day.

| | | | |
|---|----------------------|---------------------------|----------------------|
| Company | Funding Account | | |
| <input type="text"/> | <input type="text"/> | | |
| Wire Type | Wire Method | Template | Nickname |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Amount | Send Date | Purpose for Wire Transfer | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | |
| <input type="checkbox"/> Add Originator to Beneficiary Info (OBI) | | | |

| | | | | |
|--|---|---|---|---|
| <input checked="" type="checkbox"/> Add Originator to Beneficiary Info (OBI) | Originator to Beneficiary Info (OBI) – Line 1 | Originator to Beneficiary Info (OBI) – Line 2 | Originator to Beneficiary Info (OBI) – Line 3 | Originator to Beneficiary Info (OBI) – Line 4 |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Cancel Next

- ✓ Next you will fill out the Beneficiary (the person/business to receive the wire) Information
- Name – name as listed on their account
 - Enter the beneficiary account address (their address as it is listed on their account) using Address Line 1 field, and Address Line 2 and Address Line 3 fields if necessary

Create New Wire



Beneficiary Information

The beneficiary is the recipient of the wire.

| | | | |
|----------------------|----------------------|----------------------|----------------------|
| Name * | Address Line 1 * | Address Line 2 | Address Line 3 |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Cancel Previous Next



- ✓ Next you will fill out the Receiving Bank (receiving bank is the recipient's bank) Information

NOTE: If using an Intermediary Bank (3rd party bank), you will enter them as the Receiving Bank

- Entry Options

- Select Search/Find if you do not know the receiving bank's information and then click on the Search button
 - In the Bank Name field, enter the receiving Bank Name. Click the Search button at the bottom of the window and bank information will be displayed. Click on the applicable routing number and the bank's information will be populated into the Receiving Bank Information screen. Please note that you will need to fill out the bank account number in the Receiving Bank Information before moving on

🔍 Search

Bank Name

| ABA | Name | Address | City | State |
|---------------------------|---|---------------------------|-------------|-------|
| 121000248 | WELLS FARGO BANK NATIONAL ASSOCIATION | 101 NORTH PHILLIPS AVENUE | SIOUX FALLS | SD |
| 124303191 | WELLS FARGO TRUST COMPANY NATIONAL ASSOCIATION | 2389 WASHINGTON BOULEVARD | OGDEN | UT |
| 122402421 | WELLS FARGO NATIONAL BANK WEST | 4455 SPRING MOUNTAIN ROAD | LAS VEGAS | NV |
| 113093852 | WELLS FARGO BANK SOUTH CENTRAL NATIONAL ASSOCIATION | 2005 TAYLOR STREET | HOUSTON | TX |
| 031150107 | WELLS FARGO DELAWARE TRUST COMPANY NATIONAL ASSOCIATION | 919 NORTH MARKET STREET | WILMINGTON | DE |
| 021052943 | WELLS FARGO GNMA-P&I | 33 LIBERTY STREET | NEW YORK | NY |

Records: 10

[⏪ Back](#) [🔍 Search](#)

- Select Manual Entry if you know the receiving bank's information
 - Institution Name – name of the receiving bank



- Routing # – wire routing number for receiving bank
- Account # – the bank account
- Enter the receiving bank address using Address Line 1 field, and Address Line 2, Address Line 3 and Address Line 4 fields if necessary

Create New Wire

Receiving Bank Information

The receiving bank is the recipient's bank.

Entry Options

Manual Entry

Institution Name *

Enter Institution Name

Routing # *

Enter Routing #

Account # *

Enter Account #

Address Line 1 *

Enter Street Address

Address Line 2

Enter Address Information

Address Line 3

Enter Address Information

Address Line 4

Enter Address Information

Cancel Previous Next

- ✓ If you entered an Intermediary Bank (3rd party bank) in the Receiving Bank section then you will enter your Beneficiary's bank information in the Beneficiary Bank Information section, if applicable
 - Bank ID Type
 - Select ABA if you will be using the third-party bank's routing number as the Bank ID and then click on the Search button
 - In the Bank Name field, enter the third-party bank name. Click the Search button at the bottom of the window and bank information will be displayed. Click on the applicable routing number and the bank's information will be populated into the Beneficiary Bank Information screen.

Q Search

Bank Name

Capital One

| ABA | Name | Address | City | State |
|-----------|---|------------------------|------------|-------|
| 056073502 | CAPITAL ONE NATIONAL ASSOCIATION | 1680 CAPITAL ONE DRIVE | MC LEAN | VA |
| 051405515 | CAPITAL ONE BANK (USA) NATIONAL ASSOCIATION | 4851 COX ROAD | GLEN ALLEN | VA |

Records: 1

Back Search

- Select Account Number if you know the bank account.
 - Institution Name – name of the third-party bank
 - ABA Routing # or Account # – the bank account
 - Enter the Beneficiary bank address using Address Line 1 field, and Address Line 2, Address Line 3 and Address Line 4 fields if necessary

Create New Wire

1 2 3 4 5

Origination Beneficiary Receiving Bank Beneficiary Bank Review

Beneficiary Bank Information (Optional)
The beneficiary bank is a third-party bank used by the beneficiary bank to facilitate wire transfers.

Bank ID Type

ABA Search

Institution Name ABA Routing # or Account #

Enter Institution Name Enter Routing #

Address Line 1 Address Line 2 Address Line 3 Address Line 4

Enter Street Address Enter Address Information Enter Address Information Enter Address Information

Cancel Previous Next

- Then you can review the wire and select Save as Template if the wire is going to be used multiple times. For example, a cash user can send a wire to this person/company once a month. By indicating this wire is a template, you do

not have to recreate the wire each time.
Leave this unselected for one-time (single) wires.

Domestic Wire Template Review

Step 1 - Origination

| Wire Type | Wire Method | Nickname | Funding Account | Usual Amount | Purpose |
|-----------|-------------|----------|----------------------|--------------|---------|
| Domestic | Single Wire | | Checking Account - C | \$ 0.01 | |

Step 2 - Beneficiary

| Name | Address 1 | Address 2 | Address 3 |
|------|-----------|-----------|-----------|
| | | | |

Step 3 - Receiving Bank

| Institution Name | Routing # | Account # | Address 1 | Address 2 | Address 3 | Address 4 |
|------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | | | | | |

Step 4 - Beneficiary Bank

| Type | Institution Name | Routing # | Address 1 | Address 2 | Address 3 | Address 4 |
|------|------------------|-----------|-----------|-----------|-----------|-----------|
| Fed | | | | | | |

☐ Save as Template

Cancel Previous Submit

- Clicking Submit will save the wire you created.
 - If you create a single wire, it will appear in the Pending tab for Authorization (to transmit).
 - If you create a wire template, it will appear in the Templates tab for future use.
- ✓ Any wires you create will remain in the Wire List (Pending) tab. You can access them here to view, authorize (transmit), edit, or cancel (delete) a wire by clicking on the ellipses (⋮) to the far right of the pending wire record and then:
 - Click Edit to edit any information necessary to use a single-use wire again.
 - Click Cancel to delete the wire.

Wire List (Pending)

Wire Overview

Please review, edit and/or delete active wire transactions.

STRIDE BANK – WIRE PROCESSING & CUT-OFF INFORMATION

Company: Account: Keyword:

| <input type="checkbox"/> | Name | Transfer Date | Amount | Receiving Bank | Funding Account | Receiving Account # |
|--------------------------|------------|---------------|---------|----------------|-------------------------|---------------------|
| <input type="checkbox"/> | MEA Tester | 01/31/2024 | \$ 0.01 | Copiah Bank | Checking Account - 0684 | *****1744 |

Note – Select all wires to initiate or delete all transactions.

Wires Options

-
-
-
-

- If you have multiple companies, you can choose which company you want to view the wires for

Wire List (Pending)

Wire Overview

Please review, edit and/or delete active wire transactions.

STRIDE BANK – WIRE PROCESSING & CUT-OFF INFORMATION

Company: Account: Keyword:

| <input type="checkbox"/> | Name | Transfer Date | Amount | Receiving Bank | Funding Account | Receiving Account # | Is Domestic |
|--------------------------|------------|---------------|---------|-------------------|-------------------------|---------------------|-------------------------------------|
| <input type="checkbox"/> | MEA Tester | 01/31/2024 | \$ 0.01 | WELLS FARGO NATIO | Checking Account - 0684 | *****3456 | <input checked="" type="checkbox"/> |

- If you have multiple wire accounts, you can choose which account you want to view the wires for

Wire List (Pending)

Wire Overview

Please review, edit and/or delete active wire transactions.

STRIDE BANK – WIRE PROCESSING & CUT-OFF INFORMATION

Company: Account:

| <input type="checkbox"/> | Name | Transfer Date |
|--------------------------|------------|---------------|
| <input type="checkbox"/> | MEA Tester | 01/31/2024 |

Transmitting a Wire:

- ✓ You can transmit by clicking on the ellipses (⋮) to the far right of the wire record and then clicking on Authorize.

| | Name | Transfer Date | Amount | Receiving Bank ⓘ | Funding Account ⓘ | Receiving Account # ⓘ | |
|--------------------------|------------|---------------|---------|------------------|-------------------------|-----------------------|---|
| | | | | | | | |
| <input type="checkbox"/> | MEA Tester | 01/31/2024 | \$ 0.01 | Copiah Bank | Checking Account - 0684 | *****1744 | <div>Wires Options</div> <div>View</div> <div>Authorize</div> <div>Edit</div> <div>Cancel</div> |

Note — Select all wires to Initiate or Delete all transactions.

- ✓ Once you click Authorize, you will be prompted to enter your DUO bypass code then click Verify (if using DUO soft token)



Enter your bypass code

Verify it's you by entering a code from your IT help desk.

Bypass code

[Other options](#)

[Need help?](#)

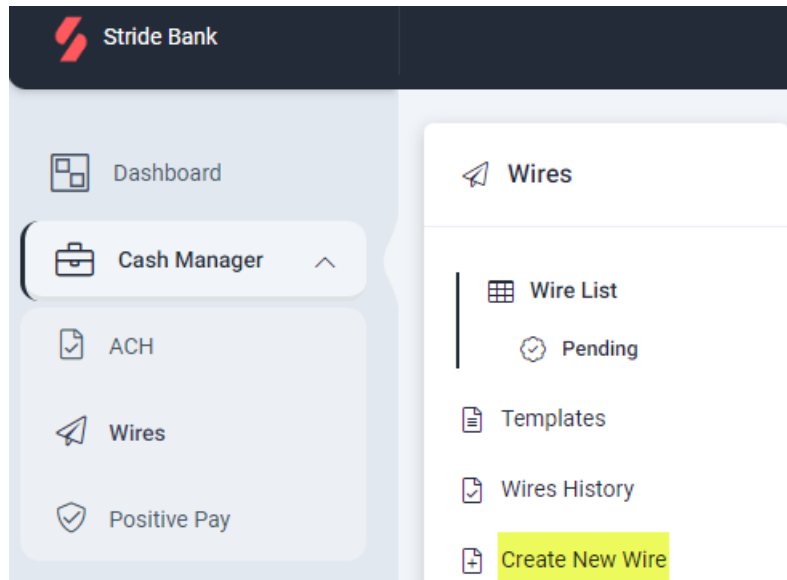
Secured by Duo

- ✓ If you have dual control, it will require a second party to approve the wire



International Wire:

- ✓ Click Create New Wire menu tab



On the Create New Wire page:

- ✓ Choose the Company – if you have more than one company that can transmit wires, they will be listed
- ✓ Choose the Funding Account – if you have more than one wire funding account, they will be listed
- ✓ Choose the Wire Type – International

Create New Wire

1 2 3 4 5
Origination Beneficiary Receiving Bank Beneficiary Bank Review

Wire transfers must be transmitted Monday through Friday between the hours of 8:00 AM and 4:00 PM CT – Wire transfers initiated after 4:00 PM CT will not be processed until the following business day.

Company Funding Account
[Dropdown] [Dropdown: Checking Account - [Dropdown]]

Wire Type Wire Method Template Nickname
Domestic [Dropdown: Single Wire] [Dropdown: None] [Text: Enter Nickname]
Domestic [Dropdown]
International [Dropdown]

Send Date Purpose for Wire Transfer
[Calendar: 01/25/2024] [Text: Enter Purpose for Wire Transfer]

☐ Add Originator to Beneficiary Info (OBI)

Cancel Next

- ✓ You will complete the rest of the page as you would for domestic
- ✓ Next you will fill out the Beneficiary (the person/business to receive the wire) Information
 - Person or Business – choose Person or Business from the drop-down list
 - Name – name as listed on their account
 - Enter the beneficiary account address (their address as it is listed on their account) using Address Line 1 field, and Address Line 2 and Address Line 3 fields if necessary



Create New Wire



Beneficiary Information

The beneficiary is the recipient of the wire.

Person or Business *

Person

Name *

Enter Name

Address Line 1 *

Enter Street Address

Address Line 2

Enter Address Information

Address Line 3

Enter Address Information

Cancel

Previous

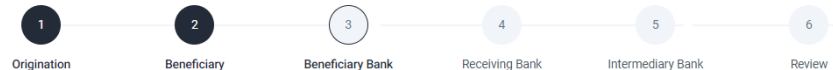
Next

✓ Next you will fill out the Beneficiary Bank (bank for the beneficiary) Information

○ Bank ID Type – select the relevant option

- SWIFT/Bank Id Code – This will be the US bank that is the send through to the international bank, refer the wire instructions you have received.
- ABA – routing number
- Account # – bank account or IBAN
- CHIPS Participant –
- CHIPS Identifier –

Create New Wire



Beneficiary Bank Information (Optional)

The receiving bank is the recipient's bank.

Bank ID Type

SWIFT/Bank Id Code

SWIFT ID, BIC, or CHIPS UID *

Enter Institution Name

Institution Name *

Enter Institution Name

Account # OR IBAN *

Enter Account #

Address Line 1 *

Enter Street Address

Address Line 2

Enter Address Information

Address Line 3

Enter Address Information

Cancel

Previous

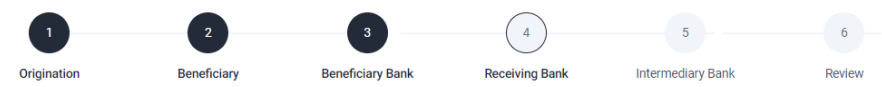
Next



- ✓ Next you will fill out the Receiving Bank Information (receiving bank is The Bankers Bank as shown below)

- FED ABA Routing # – 103003616
- Institution Name – The Bankers Bank
- Address Line 1 – Oklahoma City, OK

Create New Wire



The diagram shows a six-step process flow for creating a wire transfer. Steps 1, 2, and 3 are marked with dark circles, while steps 4, 5, and 6 are marked with light circles. The steps are: 1. Origination, 2. Beneficiary, 3. Beneficiary Bank, 4. Receiving Bank, 5. Intermediary Bank, and 6. Review.

Receiving Bank Information

| | | | |
|--|--|--|--|
| FED ABA Routing # * | Institution Name * | | |
| <input type="text" value="103003616"/> | <input type="text" value="The Bankers Bank"/> | <input type="button" value="Search"/> | |
| Address Line 1 | Address Line 2 | Address Line 3 | Address Line 4 |
| <input type="text" value="Oklahoma City, OK"/> | <input type="text" value="Enter Address Information"/> | <input type="text" value="Enter Address Information"/> | <input type="text" value="Enter Address Information"/> |

- ✓ Next you will fill out the Intermediary Bank (pay through institution) Information (if a 3rd party bank or pay through bank is required to complete the wire transfer to the beneficiary bank)

- SWIFT ID, BIC or CHIPS UID –
- Institution Name –
- Address Line 1-Address Line 3 –

Create New Wire



Intermediary Bank Information (Pay through Institution)

The intermediary bank is a third-party bank used by the beneficiary bank to facilitate wire transfers.

SWIFT ID, BIC, or CHIPS UID

Institution Name

Address Line 1

Address Line 2

Address Line 3

Cancel

Previous

Next

If you still need assistance after this let TM Support know to get a call set up and walk through this process.

treasurymgmtsupport@stridebank.com

Team Phone: 866-549-5900

