



Quick Reference Guide: International USD and FX Wires

INTERNATIONAL USD USER ENTITLEMENTS

Admin • Create a User • Wire • Entitlements • International

1. Decide whether selected user can Create, Edit, Approve, and/or Delete International USD Beneficiaries.
2. Decide whether selected user can Create, Edit, Approve, and/or Delete International USD Payments and Templates.

INTERNATIONAL USD BENEFICIARY

Payments • Wire • Wire Beneficiaries

1. Select Create New Beneficiary from the beneficiary list.
2. Check the International radio button.
3. Check the USD radio button.
4. Enter beneficiary and beneficiary bank information.
5. Select Add Domestic Intermediary Bank and enter information.
6. Click Review to look over and confirm.

INTERNATIONAL USD PAYMENT

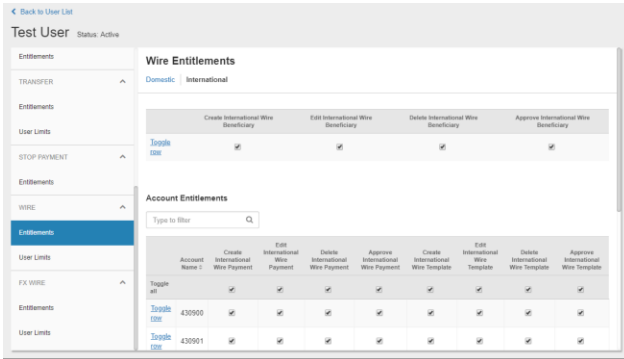
Payments • Wire • Create USD Wire

1. Select Create USD Wire from the navigation menu.
2. Check the International radio button.
3. Enter payment information.
4. Click Review to look over and confirm.

TIP: When multiple wires are being entered, save time by selecting the Create Multiple Wires link.

INTERNATIONAL FX USER ENTITLEMENTS

Admin • Create a User • Wire • Entitlements • International

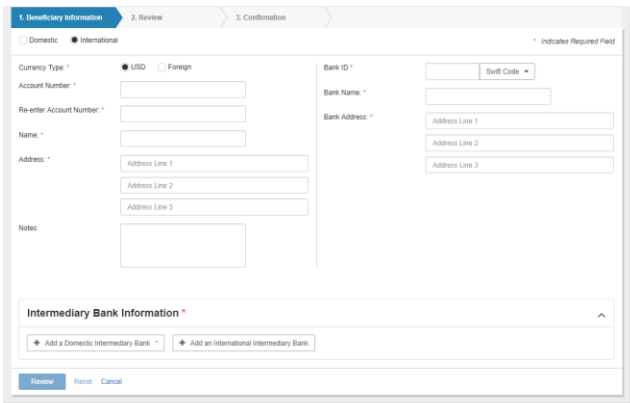


Wire Entitlements		International							
		Create International Wire Beneficiary	Edit International Wire Beneficiary	Delete International Wire Beneficiary	Approve International Wire Beneficiary				
Toggle all		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Inside user		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Account Entitlements		International							
Type to filter									
Account Name	Create International Wire Payment	Edit International Wire Payment	Delete International Wire Payment	Approve International Wire Payment	Create International Wire Template	Edit International Wire Template	Delete International Wire Template	Approve International Wire Template	
Toggle all	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Inside user	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Inside user	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

1. Decide whether selected user can Create, Edit, Approve, and/or Delete International FX Beneficiaries.
2. Decide whether selected user can Create, Edit, Approve, and/or Delete International FX Payments and Templates.

INTERNATIONAL FX BENEFICIARY

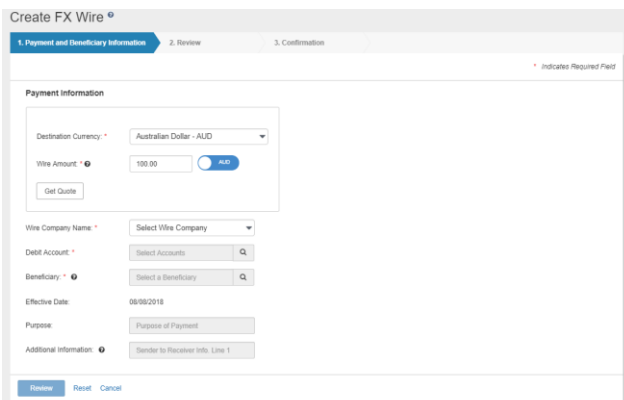
Payments • Wire • Wire Beneficiaries



1. Select Create New Beneficiary from the beneficiary list.
2. Check the International radio button.
3. Check the Foreign radio button.
4. Enter beneficiary and beneficiary bank information.
5. If needed, enter Intermediary Bank information.
6. Click Review to look over and confirm.

INTERNATIONAL FX PAYMENT

Payments • Wire • Create FX Wire



1. Select Create FX Wire from the navigation menu.
2. Select currency county and amount.
3. Click Get Quote.
4. Accept quote.
5. Complete remaining payment information.
6. Click Review to look over and confirm.