



WIRE MANAGER

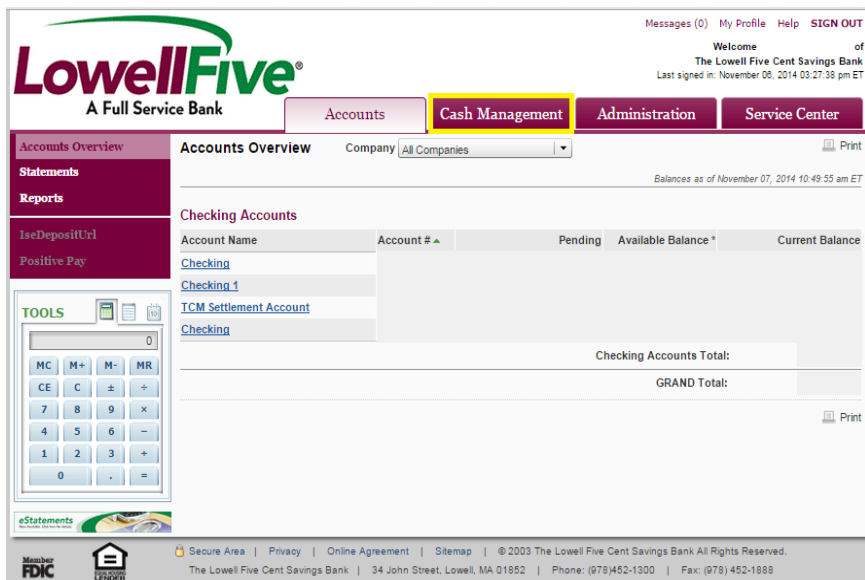
Create Wire Transfer Templates

You will need to sign on to Online Banking with your Sign-On ID & Password.

Create a WIRE Template:

You can create as many WIRE Templates as needed.

- ▶ Click 'Cash Management' on the top menu bar.

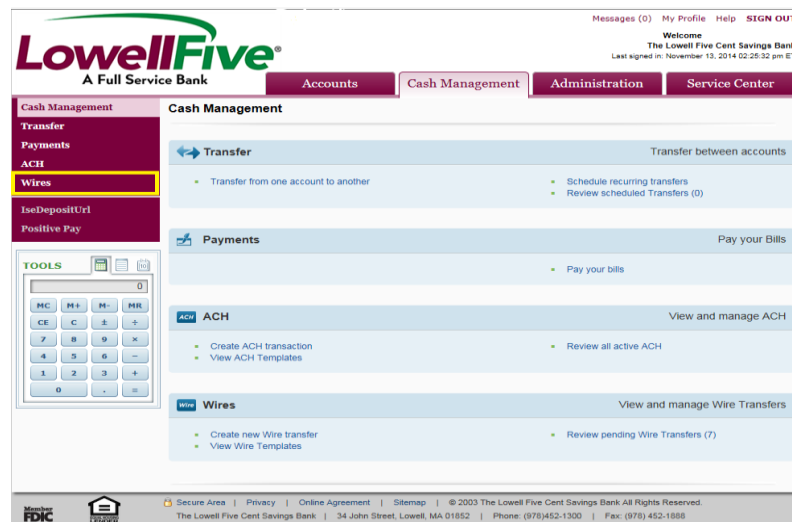


WIRE Transfer requests will be accepted until 2:00 P.M.

Please contact the Cash Management Department at BusinessBankingServices@lowellfive.com or 978-452-1300, if you need additional assistance.

'Cash Management' screen

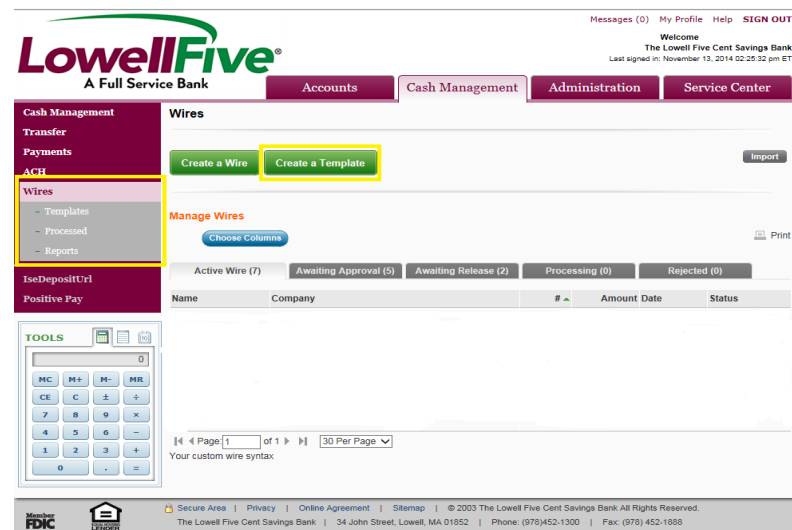
- ▶ Click 'Wires' on the left menu bar.



This will bring up the 'WIRE' screen.

The 'WIRE' screen is your portal to WIRE information and processing.

- ▶ Click 'Create a Template' at the top of screen

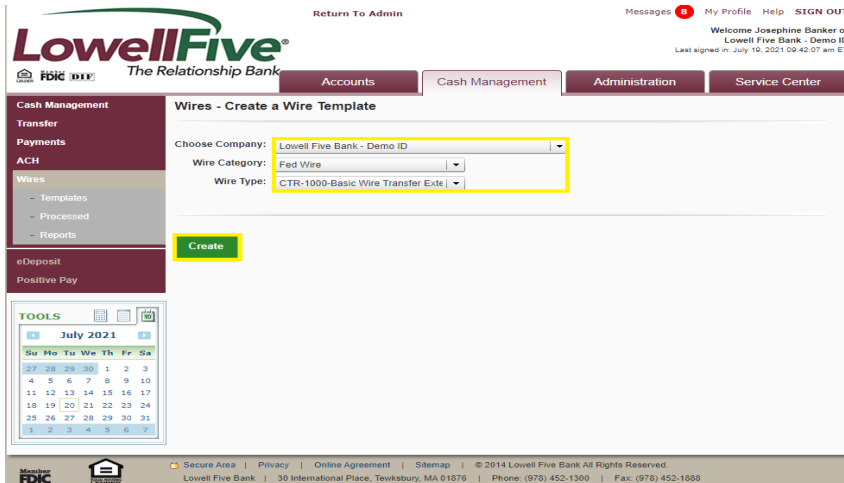


This will bring up the 'Wires – Create a Wire Template' screen.

Wire Category: Fed Wire

Wire Type: CTR-1000 Basic Regular Transfer Extended

► Click Create

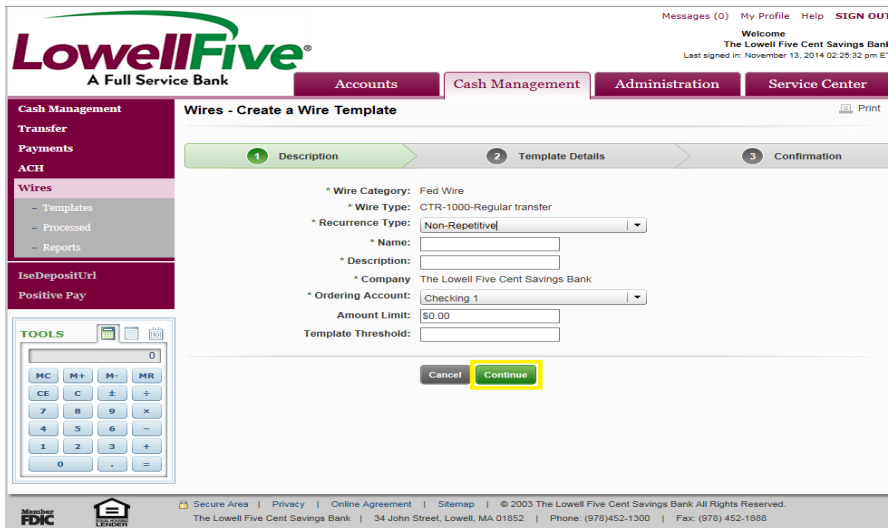


Recurrence Type: Non-Repetitive

Name and Description: (your choice)

Company: default automatically

Step One: Description



Ordering Account: drop down

- If processing through one account, the Ordering Account will default automatically.
- If processing through mutiple accounts, choose and offset account from the drop down. This will be the default offset account for this template.

Amount Limit: enter maximum limit for this template

Template Threshold: same as above

► Click Continue

Step Two: Template Details

Wire Information: Leave Amount \$0.00. You are creating a Wire Template – when you are adding a wire you will enter an amount.

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The Relationship Bank

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July 2021

Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Wires - Create a Wire Template

Wire Transactions released after 2:00 PM (ET) on a business day or on a Saturday, Sunday or bank holiday will not be processed until the next business day.

1 Description 2 Template Details 3

Wire Category: Fed Wire
Wire Type: CTR-1000-Basic Wire Transfer Extended
Recurrence Type: Non-Repetitive
Name: Test
Description: Test
Company: Lowell Five Bank - Demo ID

Ordering Account: Checking 1
Amount Limit: \$0.00
Template Threshold:

Wire Information

Amount: \$0.00

Beneficiary Information

* Beneficiary ID Type: DDA Account Number

ID Number: [Field] Validate ABA

Name: [Field] Validate ABA

Address Line 1: [Field]

Address Line 2: [Field]

Originator to Beneficiary Line 1: [Field]

Originator to Beneficiary Line 2: [Field]

Originator to Beneficiary Line 3: [Field]

Originator to Beneficiary Line 4: [Field]

Beneficiary Information:

Beneficiary ID Type: DDA Account Number

ID Number: Beneficiary's account number (list numbers only)

Name: Beneficiary's name

Address: Beneficiary's address

Originator to Beneficiary Line 1 – 4: These fields do NOT require information but may be filled in if you want to include additional information with the wire transfer.

Receiving Financial Institution

ID Number: Routing number (list numbers only)

Name: Name of the receiving bank

Click "Validate ABA" after entering the Bank's name and routing number to verify the information is accurate

Receiving Financial Institution

ID Number:  [Validate ABA](#)

Name:   [Validate ABA](#)

Beneficiary Info Line 1: 


Beneficiary Info Additional Lines:

Cancel Back Continue

► Click Continue

Step Three: Confirmation

► Click Done



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Messages (0) My Profile Help **SIGN OUT**

Welcome _____
The Lowell Five Cent Savings Bank
Last login in: November 19, 2014 02:59:32 pm ET

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Wires - Create a Wire Template

1 Description 2 Template Details 3 Confirmation

Wire Name: Fed Wire
Wire Type: CTR-1000-Regular transfer
Recurrence Type: Non-Recursive
Name: Wire test
Description: test
Company: The Lowell Five Cent Savings Bank

Ordering Account: Checking 1
Amount Limit: \$1,000.00
Template Threshold: \$1,000.00
Created by:
Template ID:

✓ Your Wire Template has been saved.

Done

TOOLS

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The Lowell Five Cent Savings Bank | 34 John Street, Lowell, MA 01852 | Phone: (978)452-1300 | Fax: (978)452-1655


FDIC

Once created, the wire template will need to be Approved.

► Check Box the template you want to approve

► Click Approve

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Cash Management
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 - Templates
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IsDepositUrl
 Positive Pay

Wire Templates

Create a Template

Templates
Choose Columns

<input type="checkbox"/>	Name	Description	Status	Recurrence	Template Function	Amount	Beneficiary	Company	Actions
<input checked="" type="checkbox"/>	ABC Company	Supplies	Template	Non-Repetitive	FED 1000-CTR	\$0.00	ABC Company	The Lowell Five Cent Savings Bank	

TOOLS

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Phone: (978)452-1300 | Fax: (978) 452-1888

Adding a Wire can be done from this screen or from the 'WIRE' screen.

Please follow the instructions “Initiate, Approve and Release Wire Transfers”.

WIRE Transfer requests will be accepted until 2:00 P.M.

Please contact the Cash Management Department at BusinessBankingServices@lowellfive.com or 978-452-1300, if you need additional assistance.