



WIRE MANAGER

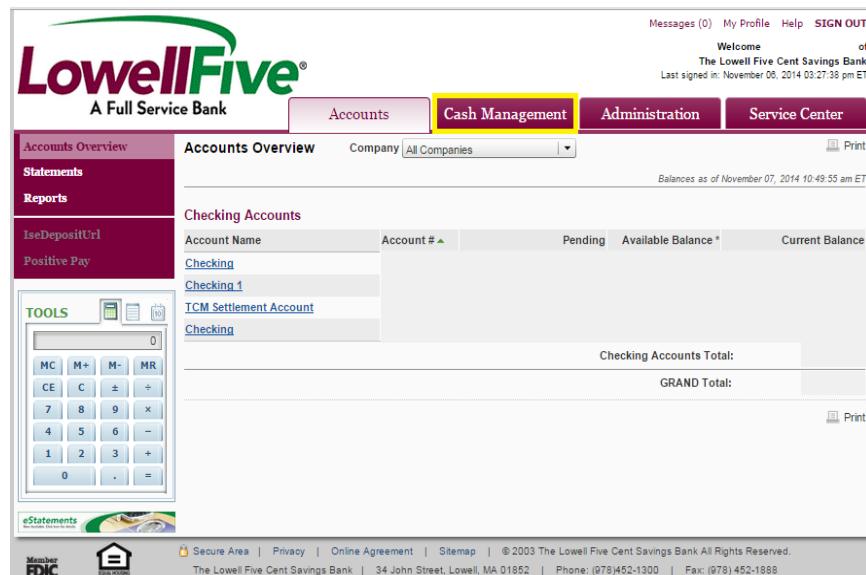
Create Wire Transfer Templates

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.

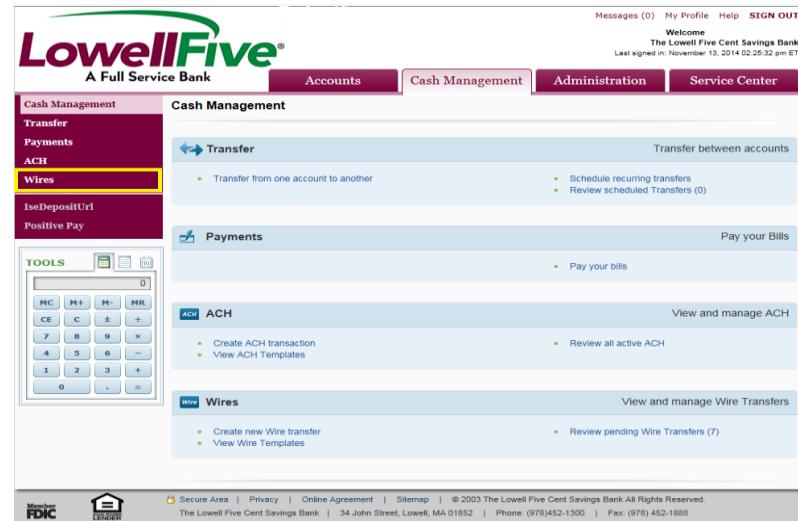


WIRE Transfer requests will be accepted until 2:00 P.M.

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

'Cash Management' screen

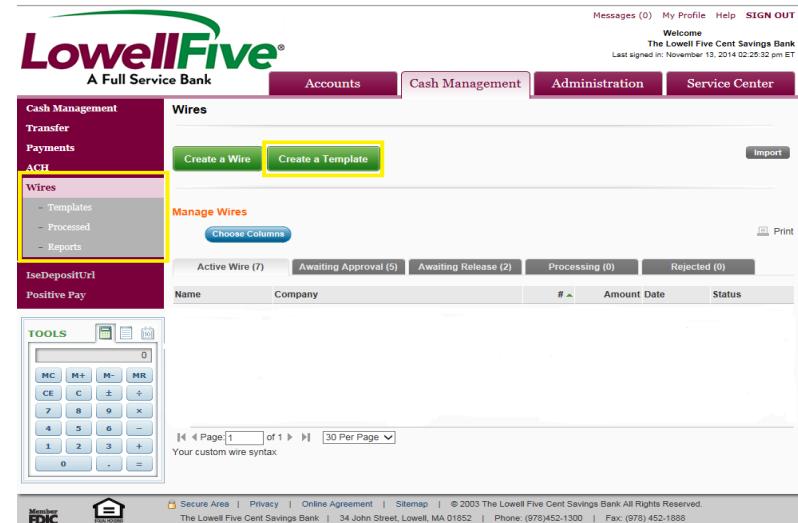
► Click 'Wires' on the left menu bar.



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

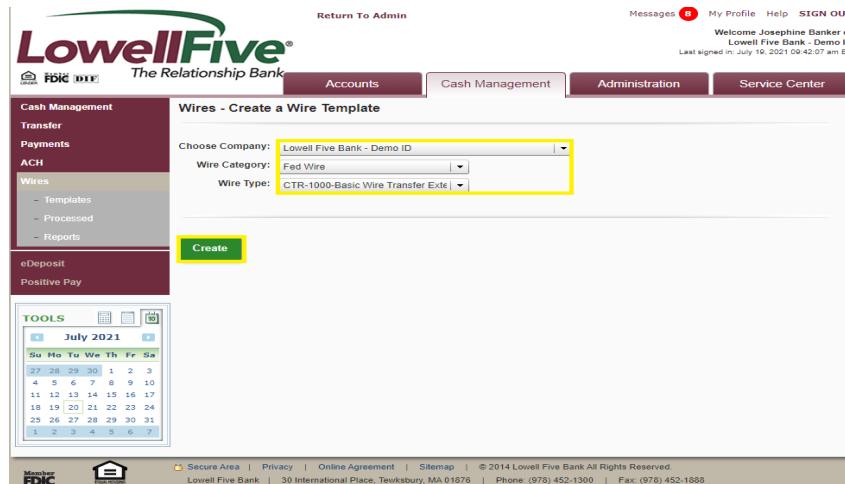


This will bring up the 'Wires – Create a Wire Template' screen.

Wire Category: Fed Wire

Wire Type: CTR-1000 Basic Regular Transfer Extended

► Click Create



Lowell Five The Relationship Bank

Return To Admin

Messages 0 My Profile Help SIGN OUT

Welcome Josephine Bunker of Lowell Five Bank - Demo ID

Last signed in: July 19, 2021 09:42:07 am ET

Cash Management Transfer Payments ACH Wires - Templates - Processed - Reports eDeposit Positive Pay

Wires - Create a Wire Template

Choose Company: Lowell Five Bank - Demo ID

Wire Category: Fed Wire

Wire Type: CTR-1000-Basic Wire Transfer Ext

Create

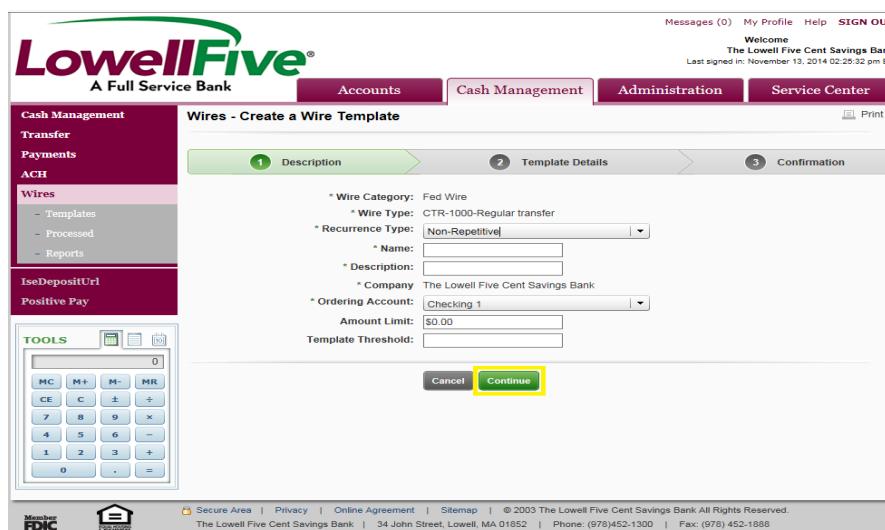
TOOLS July 2021

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Lowell Five Bank | 30 International Place, Tewksbury, MA 01876 | Phone: (978) 452-1300 | Fax: (978) 452-1888

Member FDIC LENDER

Step One: Description



Lowell Five A Full Service Bank

Accounts Cash Management Administration Service Center

Cash Management Transfer Payments ACH Wires - Templates - Processed - Reports eDeposit Positive Pay

Wires - Create a Wire Template

1 Description 2 Template Details 3 Confirmation

* Wire Category: Fed Wire

* Wire Type: CTR-1000-Regular transfer

* Recurrence Type: Non-Repetitive

* Name:

* Description:

* Company: The Lowell Five Cent Savings Bank

* Ordering Account: Checking 1

Amount Limit: \$0.00

Template Threshold:

Cancel Continue

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The Lowell Five Cent Savings Bank | 34 John Street, Lowell, MA 01852 | Phone: (978) 452-1300 | Fax: (978) 452-1888

Member FDIC LENDER

Recurrence Type: Non-Repetitive

Name and Description: (your choice)

Company: default automatically

Ordering Account: drop down

- If processing through one account, the Ordering Account will default automatically.
- If processing through multiple 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.

The screenshot shows the Lowell Five Online Banking interface. The main title is "Wires - Create a Wire Template". The "Beneficiary Information" section is currently empty. The "Wire Information" section shows an amount of \$0.00. The "Beneficiary Information" section includes fields for "Beneficiary ID Type" (set to "DDA Account Number"), "ID Number", "Name", "Address Line 1", "Address Line 2", and four "Originator to Beneficiary Line" fields, all of which are currently empty. A calendar for July 2021 is visible on the left side of the page.

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

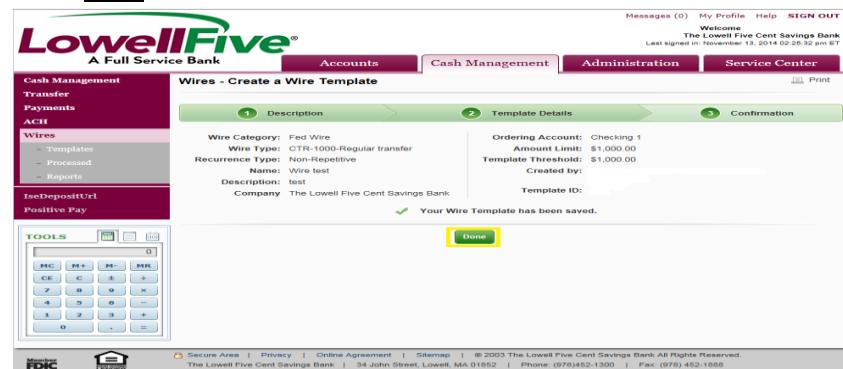
ID Number: Routing number (list numbers only)

Name: Name of the receiving bank

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

Step Three: Confirmation

► Click Done



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A Full Service Bank

Messages (0) My Profile Help SIGN OUT
Welcome The Lowell Five Cent Savings Bank
Last signed in: November 13, 2014 02:26:32 pm ET

Accounts Cash Management Administration Service Center Print

Wires - Create a Wire Template

1 Description 2 Template Details 3 Confirmation

Wire Category: Fed Wire
Wire Type: CTR-1000-Regular transfer
Recurrence Type: Non-Repetitive
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

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Receiving Financial Institution

ID Number:  

Name:  

Beneficiary Info Line 1: 

Beneficiary Info Additional Lines: 

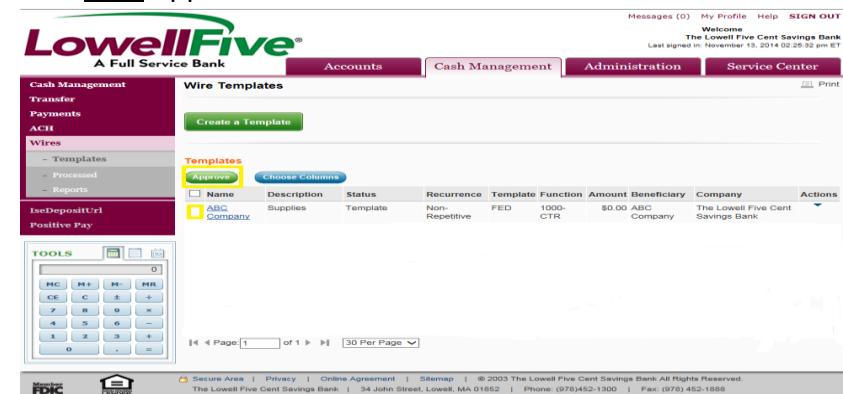
  

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► Click Continue

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

► Check Box the template you want to approve
► Click Approve



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Welcome The Lowell Five Cent Savings Bank
Last signed in: November 13, 2014 02:26:32 pm ET

Accounts Cash Management Administration Service Center Print

Wire Templates

Create a Template

Templates Approve Choose Columns

Name	Description	Status	Recurrence	Template Function	Amount	Beneficiary	Company	Actions
ABC Company	Supplies	Template	Non-Repetitive	FED	\$0.00	ABC Company	The Lowell Five Cent Savings Bank	

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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.