

# **Parkside Financial**

BANK & TRUST



# Treasury Management Online Platform

Creating a Wire Template



# WIRE | CREATING A WIRE TEMPLATE

# SELECT THE PAYMENTS TAB $\rightarrow$ WIRE $\rightarrow$ WIRE TEMPLATES

			Message Center A Notifications O Cut-Off	Times 🛕 Last Login: 08/21/2024,	02:40 PM, CST 🔒 Hi, bwerner8713 (pfbttest) 👻
Transfer Create Transfer Create Transfer from Template Transfer Activity Recurring Transfers Transfer Templates Create Loan Payment Loan Payment Activity	Wire Create USD Wire from Template Upload Wires Wire Activity Wire File Activity Recurring Wires Wire Templates Wire Beneficlarles Wire Upload Formats	ACH Create ACH Payment Create ACH Tax Payment ACH File Activity ACH Payment Activity Recurring ACH Payments ACH Tax Templates ACH Tax Templates ACH Recipient S ACH Recipient Activity ACH Recipient Import Layout ACH Notification of Change Activity ACH Return Activity	DASHBOARD     ACCOUNTS       Positive Pay     Check Exceptions       Check Exceptions     Decision       ACH Exceptions     Activity       ACH Exceptions - Decision Activity     ACH Exceptions - Filter Rules       Create Issued Items     Issued Items Activity       Check Upload Formats     Check Upload Formats	5 • PAYMENTS • RECEIV Stop Payment Create Stop Payment Activity	ABLES • REPORTING • ADMIN • Bill Pay Business Bill Pay

## CLICK CREATE NEW TEMPLATE.

Messa	ge Center	Cut-Off Times	🛕 Last Login: (	8/21/2024, 02:40 PM, CST	👗 Hi, bwerner871:	3 (pfbttest) 👻
	DASHBOARD	ACCOUNTS -	PAYMENTS -	RECEIVABLES -	REPORTING -	ADMIN 🝷
				Create New Template	📩 Download 👻	🔒 Print

PLEASE NOTE: A WIRE BENEFICIARY MUST BE CREATED BEFORE YOU CAN CREATE A TEMPLATE



# CHOOSE WHETHER THE WIRE WILL BE DOMESTIC OR INTERNATIONAL.

Parkside Fin	nancial RUST	
Create a Wire T	emplate	
1. Payment and Beneficiar	y Information 2. Review	3. Confirmation
Wire Template De	tail	
Payment Information		
Domestic	International	
Template Name: *	Wire Template Name	
Wire Company Name: *	PARKSIDE FINANCIAL BANK & TF	



#### ENTER TEMPLATE NAME.

#### ENTER THE FOLLOWING INFORMATION:

- > Debit Account
- > Beneficiary
- > Purpose of Payment.

#### **CLICK REVIEW.**

Parkside Fin	ancial				
Create a Wire To	emplate				
1. Payment and Beneficiary	Information 2. Revie	2W	3. Confirmatio	n )	
Wire Template Det	tail				
Payment Information			Beneficiary Info	rmation	
Domestic	International		Account Number	122456700	
Template Name: *	Test Template		Name:	Test Wire	
Wire Company Name: *	PARKSIDE FINANCIAL	BANK & TF 🔻	Address:	123 ABC Lane	
Debit Account: *	Demo 1	Q	Notes: Routing Number:	081019405	
Beneficiary: * 🕜	Test Wire	٩	Bank Name:	PARKSIDE FINANCIAL BANK & TRUST	
Purpose: *	Test		Bank Address:		
Additional Information: 0	Test Wire 123	+			
Reference Beneficiary: 0					
Review Reset C	ancel				

# IF YOU'D LIKE TO ENTER ANY MORE INFORMATION, YOU CAN DO SO ON THE ADDITIONAL INFORMATION LINE(S).



### CLICK CONFIRM.

Parkside Financial					
Create a Wire	e Template siary Information 2. Review Test Template	3. Confirmation			
Payment Information	n		Beneficiary Info	rmation	
Wire Company Name: Debit Account: Purpose: Additional Information: Reference Beneficiary:	PARKSIDE FINANCIAL BANK & TRUST Demo 1 Test Test Wire 123		Name: Account Number: Address: Notes: Routing Number: Bank Name: Bank Address:	Test Wire 123456789 123 ABC Lane St. Louis, MO 63105 081019405 PARKSIDE FINANCIAL BANK & TRUST CLAYTON, MO	
Confirm Back	Cancel				



### THE WIRE TEMPLATE HAS BEEN CREATED.

P Parkside I	TRUST	
create a Wire	Template	
1. Payment and Benefici	ary Information 2. Review	3. Confirmation
Wire Template:	Test Template	
Success! Wire	template ready.	
Payment Information	ĩ	
Wire Company Name:	PARKSIDE FINANCIAL BANK & TRUST	
Debit Account:	Demo 1	
Purpose:	Test	
Additional Information:	Test Wire 123	
Reference Beneficiary:		
Create Another Wire T	emplate View Wire Templates	