## Wire Upload



**NOTE:** Wire Upload allows you to upload a formatted CSV file to the online banking system instead of inputting the wire information manually.

 Select the 'Payments & Transfers' menu and then select 'Payments & Templates'.



2. Select 'New Payments' and then select the desired wire transaction type.

AKE A PAYMENT	
New Payment	
АСН	Wire
ACH Batch	Domestic Wire
ACH Collection	International Wire
Payroll	
1.1.0.1.1.0	

- 3. Select the 'Upload From File' link in the top right hand corner of the screen.
- 4. Click the vertical dots next to the 'System Standard' mapping type.
- 5. To view a sample file, click the 'View Specifications' option.

Domestic Wire Change Type		Upload From File
Origination Details		
From Subsidiary	Account	
Use same Subsidiary for all wires	Use same Account for all wires	
Process Date	Recurrence	
Use same Date for all wires	None	

## Wire Upload





	File Mapping Management		>
SAVED FILE MAPPINGS			
New Mapping		۹, Search	
1 Result Mapping Instruction Name	Mapping Type		Use Save Recipients View Specifications
Domestic Wire System File	System Standard		6

Domestic Wire Uplo	bad Guidelines
• File must be in .csv format and follow the specification	
<ul> <li>Please note wire transactions are executed per their order in the</li> </ul>	he file
<ul> <li>File columns represent the mandatory wire fields where each of Name and rag number.</li> </ul>	column header in the sample file represents the Field
<ul> <li>If file contains less than 20 (multi-wire transfer limit) wire trans</li> </ul>	actions, then this file will process as individual wire
transactions	
Download a sample file	
业 Domestic Wire Sample File (.csv)	
Download specification	
业 Domestic Wire File Specification (.pdf)	
	ок

	File Mapping Management		×
SAVED FILE MAPPINGS			
New Mapping		۹. Search	
1 Result Mapping Instruction Name	Mapping Type	/	Use Save Recipients View Specifications
Domestic Wire System File	System Standard		6
Domestic Wire Charge Type Origination Details From Subsidiary Use same Subsidiary for all wires Process Date Vue same Date for all wires Process Date	Account Use same Account for all wires Recurrence None		Upload From File
\$4.68 2 wires		Cancel D	raft Approve

Questions? Please contact Minnwest Bank toll-free at 1-866-752-8135.

- 7. Select the 'Use' option to upload the CSV formatted wire file.
- Make sure all required fields are completed. Select 'Draft' or 'Approve'.