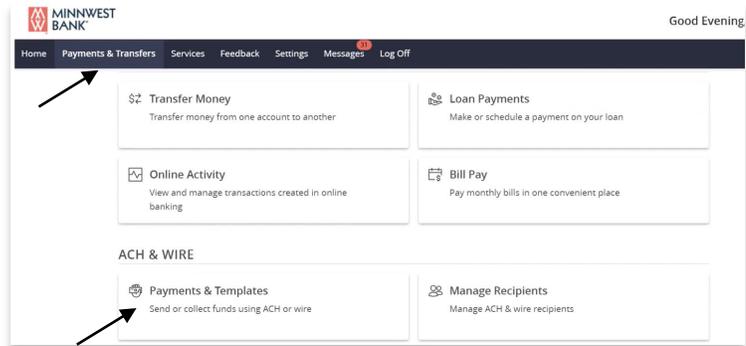


Wire Upload



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

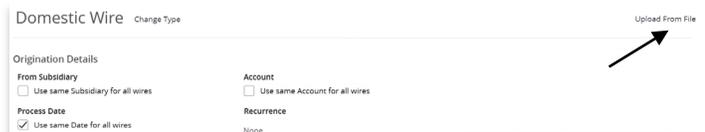
1. Select the 'Payments & Transfers' menu and then select 'Payments & Templates'.



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



3. Select the 'Upload From File' link in the top right hand corner of the screen.



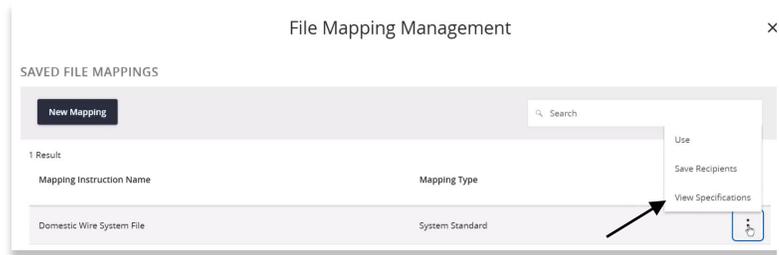
4. Click the vertical dots next to the 'System Standard' mapping type.
5. To view a sample file, click the 'View Specifications' option.

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

Wire Upload

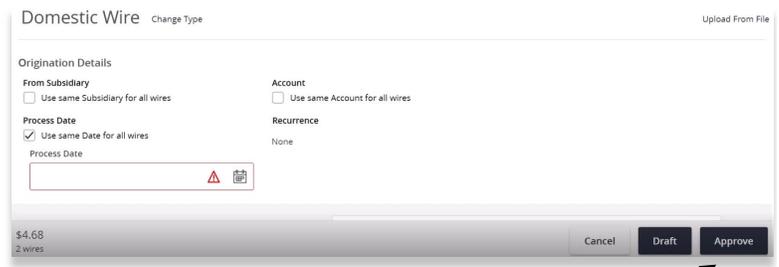
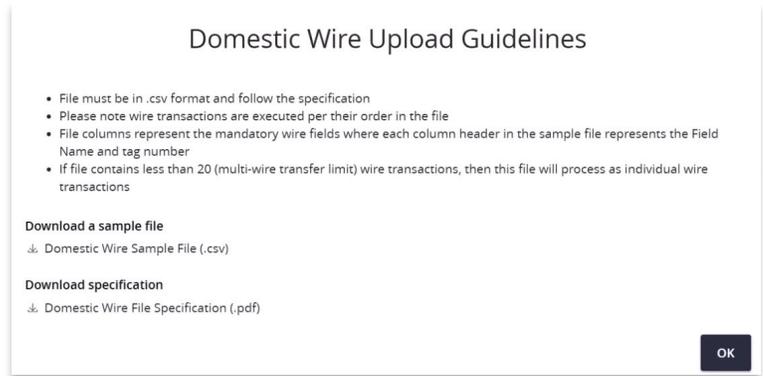


6. A sample file will be available to open in a CSV format.



7. Select the 'Use' option to upload the CSV formatted wire file.

8. Make sure all required fields are completed. Select 'Draft' or 'Approve'.



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