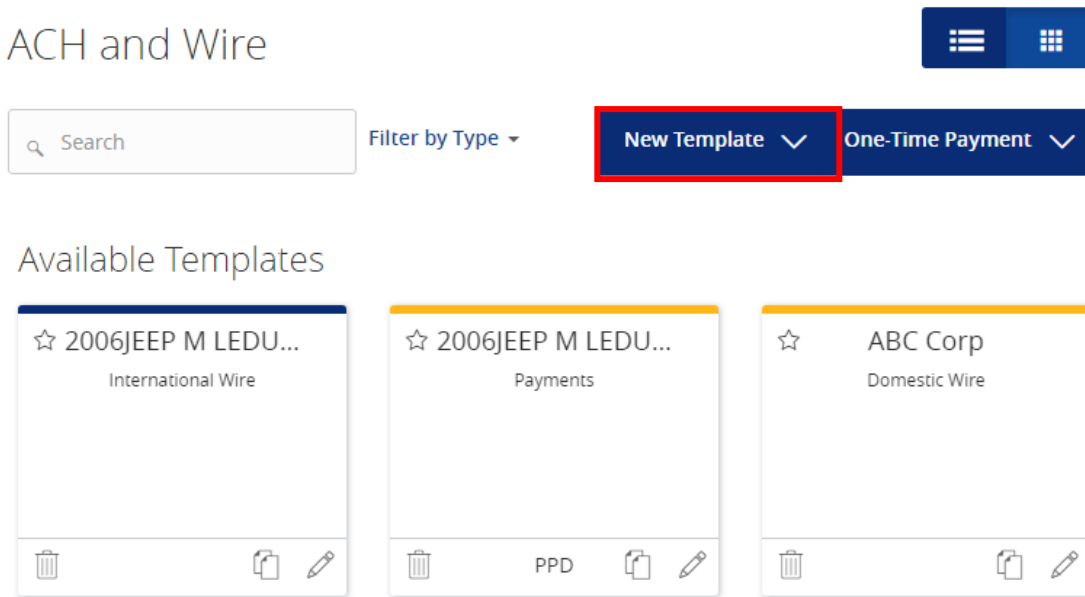


Wire Transactions

Domestic Wire Template Creation

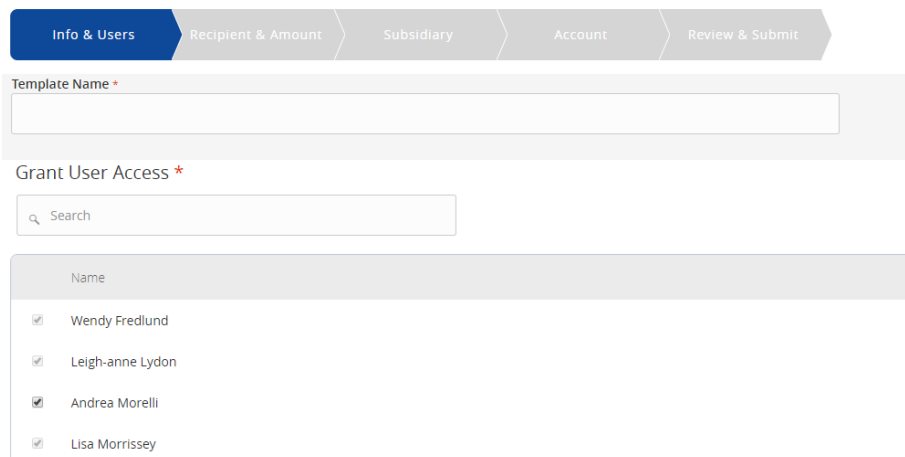
1. Select the 'ACH and Wire' option under the 'Commercial' menu.
2. Click the 'New Template' button and select the 'Domestic Wire' option from the drop down menu.



Info & Users

3. The 'Info & Users' screen allows the user to name the template and to determine who else in the company is allowed access to the template.
4. Click the 'Next' button at the bottom of the screen or 'Recipient and Amount' in the workflow ribbon at the top of the page to move to the next step.

ACH and Wire - Domestic Wire



Recipient & Amount

- The 'Recipient & Amount' screen allows the user to select which recipient is tied to the template and designate a dollar amount. The 'Purpose of Wire' field is required to complete. There is an option to add an internal Memo or Description by clicking on the 'Additional Fields' link. This data can be edited when initiating the wire payment.

NOTE: Recipients with at least one account eligible for Wire transactions will show in the list of recipients to select. The 'Add Recipient' button is used to add a new recipient while remaining within the workflow of the existing payment template.

ACH and Wire - Domestic Wire

Template Name:
SAMPLE

Search

AVAILABLE RECIPIENTS

Name	Account	Notify	Amount
<input checked="" type="checkbox"/> ABC CO	Checking: 4567	<input type="checkbox"/>	\$0.00

Purpose Of Wire *
Maximum length is 35 characters

Additional Fields

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.

NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount Subsidiary Account Review & Submit

Template Name:
test

Send payment as:
ROCKLAND TRUST COMPANY/TEST

Search

ABC CO Wire Company ID:	ABC Condos Wire & ACH <i>This subsidiary is not valid. Please correct</i> Company ID: *****5678	Condo association Wire & ACH Company ID: *****6789
-------------------------------	--	--

3. If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.
4. Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.

Account

1. Select the corresponding offset account for the commercial payment.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount **Subsidiary** Account Review & Submit

Template Name:
SAMPLE

Choose "From" Account

Search

Account Name	Account Type	Account Number	Balance
<input checked="" type="checkbox"/> COMMERCIAL CHECKING	Checking	DDA-XXXXX3572	\$60.76
<input type="checkbox"/> FREE CHECKING	Checking	DDA-XXXXX3580	\$1.64
<input type="checkbox"/> FREE SAVINGS	Savings	SAV-XXXXX3946	\$71.69

Cancel Next

2. Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.

Review & Submit

1. Review the information on the screen for accuracy and then click 'Save'.

ACH and Wire - Domestic Wire

Info & Users > Recipient & Amount > **Subsidiary** > Account > Review & Submit


Template Name:
SAMPLE

Send payment as
ROCKLAND TRUST COMPANY/TEST

Total Amount
\$0.01 to 1 recipient

From Account
COMMERCIAL CHECKING DDA-XXXXX3572 60.76

Purpose Of Wire
TEST

Process Date
Select Date 

Message to Beneficiary

Recurrence
None

Selected Recipients

Name	Account	Notify	Amount	Memo or Description
ABC CO	Checking: 4567	No	\$0.01	

* - Indicates required field

Cancel Save Draft Approve

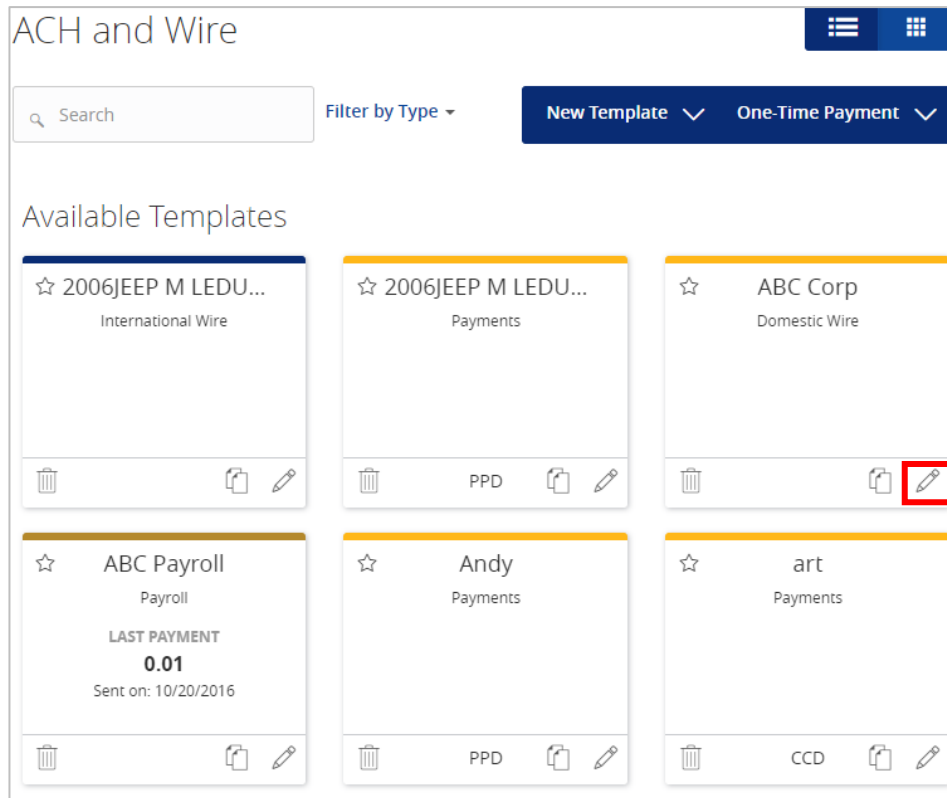

















Existing Domestic Wire Templates

- Click on the pencil  icon next to the desired domestic wire template.

ACH and Wire

Search Filter by Type ▼ New Template ▼ One-Time Payment ▼

Available Templates

☆ 2006JEEP M LEDU... International Wire   	☆ 2006JEEP M LEDU... Payments  PPD  	☆ ABC Corp Domestic Wire   
☆ ABC Payroll Payroll LAST PAYMENT 0.01 Sent on: 10/20/2016   	☆ Andy Payments  PPD  	☆ art Payments  CCD  

- Confirm the 'Template Name' and 'User Access.'

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
Domestic wire test ☆

Choose "From" Account

Search

	Account Name ▲	Account Type ▲	Account Number ▲	Balance ▲
<input checked="" type="checkbox"/>	Commercial Checking	Checking	DDA-XXXXX3580	\$253.69
<input type="checkbox"/>	Money Market Savings	Savings	SAV-XXXXX3946	\$287.37
<input type="checkbox"/>	Business Savings	Savings	SAV-XXXXX3954	\$260.48

Cancel Next

3. Enter the dollar amount for the domestic wire recipient. The 'Purpose of Wire' field is required to complete. There is an option to add an internal Memo or Description by clicking on the 'Additional Fields' link. This data can be edited when initiating the wire payment.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount Subsidiary Account Review & Submit

Template Name:
ABC Corp ☆

New Recipient

AVAILABLE RECIPIENTS

Name	Account	Notify	Amount		
<input checked="" type="checkbox"/> Cisco Dog foods	Checking: 36974581	<input type="checkbox"/>	\$50,000.00	☰	✎

Purpose Of Wire ▾
Storage Unit

Additional Fields ▾

Cancel Next

4. Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.


NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount **Subsidiary** Account Review & Submit

Template Name:
ABC Corp ☆

Send payment as:
ABC CO



ABC CO
Wire

Company ID:

Cancel Next

5. If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.
6. Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.

7. Confirm the account to be used for the domestic wire.

ACH and Wire - Domestic Wire

Info & Users | Recipient & Amount | Subsidiary | **Account** | Review & Submit

Template Name:
ABC Corp ☆

Choose "From" Account

Search

Account Name	Account Type	Account Number	Balance
<input checked="" type="checkbox"/> COMMERCIAL CHECKING	Checking	DDA-XXXXX3572	\$60.76
<input type="checkbox"/> FREE CHECKING	Checking	DDA-XXXXX3580	\$1.64
<input type="checkbox"/> FREE SAVINGS	Savings	SAV-XXXXX3946	\$71.69

Cancel Next

8. Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.
9. Designate the 'Process Date' and complete the 'Message to Beneficiary' field, if applicable. Next, depending on your access, click 'Draft' or 'Approve.'

ACH and Wire - Domestic Wire

Info & Users | Recipient & Amount | Subsidiary | Account | **Review & Submit**

Template Name:
ABC Corp ☆

Send payment as
ABC CO

Total Amount
\$5.00 to 1 recipient

From Account
COMMERCIAL CHECKING DDA-XXXXX3572 60.76

Purpose Of Wire
Storage Unit

Process Date
Select Date

Message to Beneficiary
ABC Corp

Recurrence
None

Selected Recipients

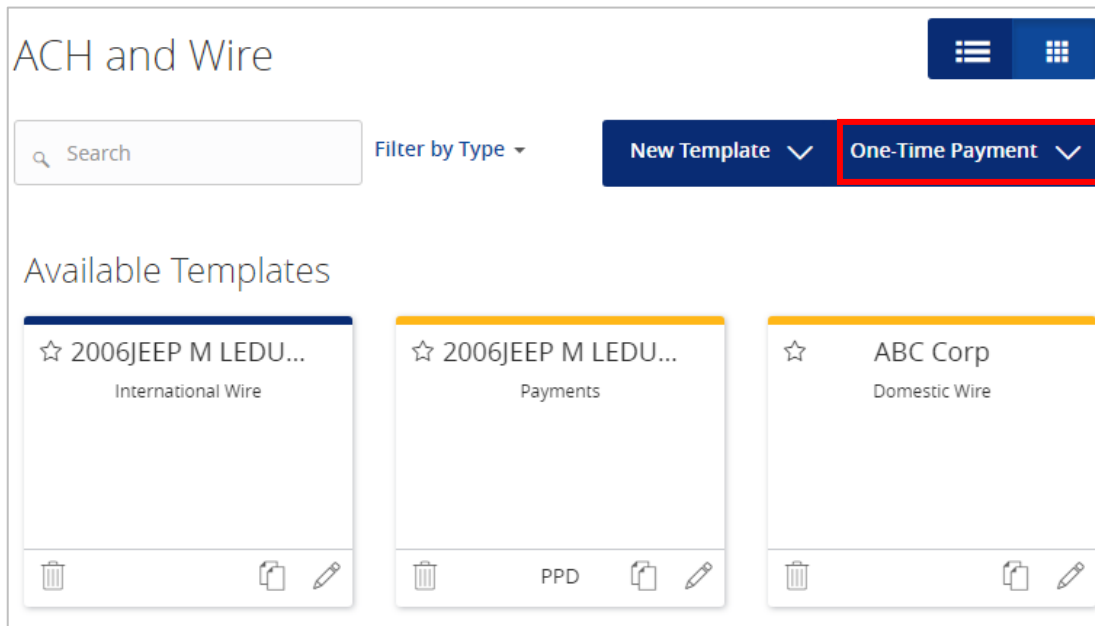
Name	Account	Notify	Amount	Memo or Description
Cisco Dog foods	Checking: 36974581	No	\$5.00	

* - Indicates required field

Cancel Save Draft Approve

Creating a One-Time Domestic Wire Transfer

1. Select the 'ACH and Wire' option under the 'Commercial' menu.
2. Click the 'One-Time Payment' button and select the 'Domestic Wire' option from the drop down menu.



3. Select a recipient from the list. Enter the dollar amount for the domestic wire. The 'Purpose of Wire' field is required and the internal Memo/Description is optional under the 'Additional Fields' link.

The screenshot shows the 'ACH and Wire - Domestic Wire' form. At the top, there is a progress bar with four steps: 'Recipient & Amount', 'Subsidiary', 'Account', and 'Review & Submit'. Below the progress bar, there is a 'One Time Payment' section. This section contains a search bar, a 'New Recipient' button, and a table of 'AVAILABLE RECIPIENTS'. The table has columns for Name, Account, Notify, and Amount. The first row shows 'ABC CO' with account 'Checking: 4567' and amount '\$0.00'. Below the table, there is a 'Purpose Of Wire' field with a red border and a note 'Maximum length is 35 characters'. Below that is an 'Additional Fields' dropdown menu. At the bottom right, there are 'Cancel' and 'Next' buttons.

Name	Account	Notify	Amount
ABC CO	Checking: 4567	<input type="checkbox"/>	\$0.00

- Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.

NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - Domestic Wire

Recipient & Amount Subsidiary Account Review & Submit

One Time Payment

Send payment as:
ROCKLAND TRUST COMPANY/TEST

Search

<p>ABC CO Wire</p> <p>Company ID:</p>	<p>ABC Condos Wire & ACH</p> <p><i>This subsidiary is not valid. Please correct</i></p> <p>Company ID: *****5678</p>	<p>Condo association Wire & ACH</p> <p>Company ID: *****6789</p>
---	--	--

- If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.
- Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.
- Select the account for the domestic wire transaction.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount Subsidiary Account Review & Submit

Template Name:
Domestic wire test ☆

Choose "From" Account

Search

Account Name	Account Type	Account Number	Balance
<input checked="" type="checkbox"/> Commercial Checking	Checking	DDA-XXXXX3580	\$253.69
<input type="checkbox"/> Money Market Savings	Savings	SAV-XXXXX3946	\$287.37
<input type="checkbox"/> Business Savings	Savings	SAV-XXXXX3954	\$260.48

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.
- Designate the 'Process Date' and complete the 'Message to Beneficiary' field, if applicable. Next, depending on your access, click 'Draft' or 'Approve.'

ACH and Wire - Domestic Wire

Recipient & Amount Subsidiary Account Review & Submit

One Time Payment

Send payment as
ROCKLAND TRUST COMPANY/TEST

Total Amount
\$0.00 to 1 recipient

From Account
COMMERCIAL CHECKING DDA-XXXX3572 60.76

Purpose Of Wire
TEST

Process Date Message to Beneficiary

Select Date

Recurrence
None

Selected Recipients

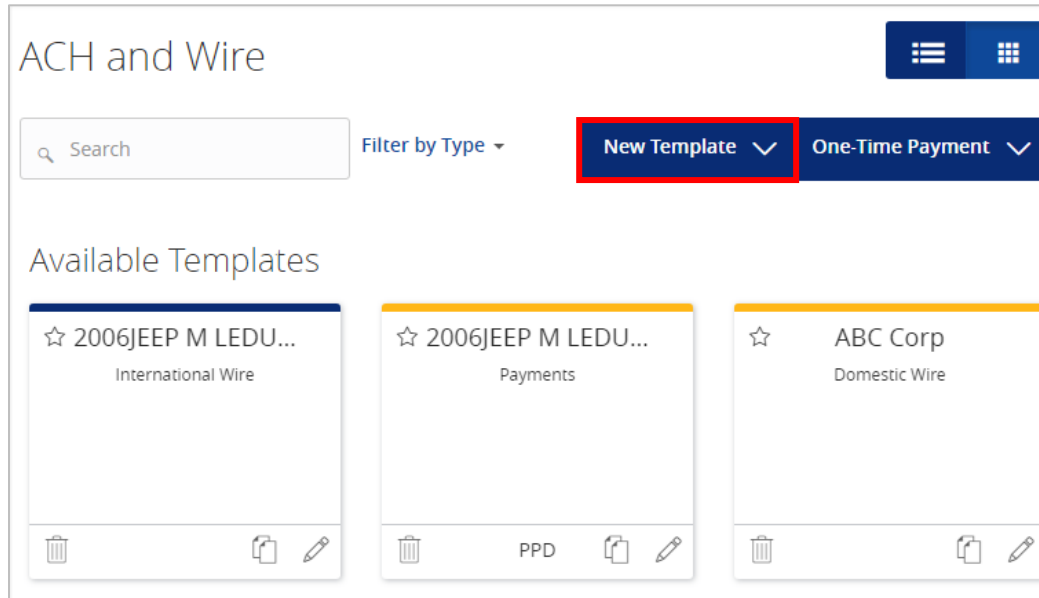
Name *	Account *	Notify	Amount *	Memo or Description
ABC CO	Checking: 4567	No	\$0.00	

* - Indicates required field

Cancel Draft Approve

International Wire Template Creation

1. Select the 'ACH and Wire' option under the 'Commercial' menu.
2. Click the 'New Template' button and select the 'International Wire' option from the drop down menu.



Info & Users

3. The 'Info & Users' screen allows the user to name the template and to determine who else in the company is allowed access to the template.
4. Click the 'Next' button at the bottom of the screen or 'Recipient and Amount' in the workflow ribbon at the top of the page to move to the next step.

ACH and Wire - Domestic Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
Domestic wire test ☆

Choose "From" Account

Search

	Account Name ^	Account Type ^	Account Number ^	Balance ^
<input checked="" type="checkbox"/>	Commercial Checking	Checking	DDA-XXXX3580	\$253.69
<input type="checkbox"/>	Money Market Savings	Savings	SAV-XXXX3946	\$287.37
<input type="checkbox"/>	Business Savings	Savings	SAV-XXXX3954	\$260.48

Cancel Next

Recipient & Amount

5. The 'Recipient & Amount' screen allows the user to select which recipient is tied to the template and designate a dollar amount. The 'Purpose of Wire' field is required and the internal Memo/Description is optional under the 'Additional Fields' link. This data can be edited when initiating the wire payment.
6. Select the currency from the drop down box and enter the amount.

NOTE: Only the recipients with at least one account eligible for Wire transactions will show in the list of recipients to select. The 'Add Recipient' button is used to add a new recipient remaining within the workflow of the existing payment template.

ACH and Wire - International Wire

Info & Users **Recipient & Amount** Subsidiary Account Review & Submit

Template Name:
TEST

New Recipient

AVAILABLE RECIPIENTS

Name ^	Account	Notify	Amount	
<input checked="" type="checkbox"/> ABC Company new	SWIFT/BIC: H 123456	<input type="checkbox"/>	USD ▾	<input type="text" value="\$0.00"/> ⋮ ✎

Purpose Of Wire *

[Additional Fields ^](#)

Memo or Description

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.

NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - International Wire

Info & Users | Recipient & Amount | **Subsidiary** | Account | Review & Submit

Template Name:
test

Send payment as:
ROCKLAND TRUST COMPANY/TEST

Search

ABC CO Wire Company ID:	ABC Condos Wire & ACH <i>This subsidiary is not valid. Please correct</i> Company ID: *****5678	Condo association Wire & ACH Company ID: *****6789
-------------------------------	--	--

- If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.
- Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.

Account

10. Select the corresponding offset account for the commercial payment.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
TEST

Choose "From" Account

Search

Account Name	Account Type	Account Number	Balance
<input checked="" type="checkbox"/> COMMERCIAL CHECKING	Checking	DDA-XXXXX3572	\$60.76
<input type="checkbox"/> FREE CHECKING	Checking	DDA-XXXXX3580	\$1.64
<input type="checkbox"/> FREE SAVINGS	Savings	SAV-XXXXX3946	\$71.69

Cancel Next

11. Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.

Review & Submit

12. Review the information on the screen for accuracy and then click 'Save'.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
TEST

Send payment as
ROCKLAND TRUST COMPANY/TEST

Total Amount
\$0.00 to 1 recipient usd

From Account
COMMERCIAL CHECKING DDA-XXXXX3572 60.76

Purpose Of Wire
TEST

Process Date
Select Date

Message to Beneficiary

Recurrence
None

Selected Recipients

Name	Account	Notify	Amount	Memo or Description
ABC Company new	SWIFT/BIC: H 123456	No	\$0.00	

* - Indicates required field

Cancel Save Draft Approve

Existing International Wire Templates










1. Click on the pencil  icon next to the desired international wire template.

ACH and Wire

Filter by Type ▾

New Template ▾ One-Time Payment ▾

Available Templates


☆ 2006JEEP M LEDU... International Wire	☆ 2006JEEP M LEDU... Payments	☆ ABC Corp Domestic Wire
  	 PPD  	  

2. Confirm the 'Template Name' and 'User Access.'
3. Click the 'Next' button at the bottom of the screen or 'Recipient & Amount' in the workflow ribbon at the top of the page to move to the next step.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary Account Review & Submit

Template Name *

2006JEEP M LEDUC_1 

Grant User Access *

Search

Name
<input checked="" type="checkbox"/> Wendy Fredlund
<input checked="" type="checkbox"/> Leigh-anne Lydon
<input checked="" type="checkbox"/> Andrea Morelli

- Select the currency from the drop down box and enter the amount. The 'Purpose of Wire' field is required and the internal Memo/Description is optional under the 'Additional Fields' link.

ACH and Wire - International Wire

Info & Users Recipient & Amount **Subsidiary** Account Review & Submit

Template Name:
2006JEEP M LEDUC_1 ☆

Search

New Recipient

AVAILABLE RECIPIENTS

Name	Account	Notify	Amount
<input checked="" type="checkbox"/> International Wire Tester	SWIFT/BIC: rtccous33 123123123...	<input type="checkbox"/>	USD ▼ \$1.00

Purpose Of Wire +
International Test

Additional Fields ▼

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.

NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - International Wire

Info & Users Recipient & Amount **Subsidiary** Account Review & Submit

Template Name:
2006JEEP M LEDUC_1 ☆

Send payment as:
ROCKLAND TRUST COMPANY/TEST

Search

ABC CO
Wire

Company ID:

ABC Condos
Wire & ACH

*This subsidiary is not valid.
Please correct*

Company ID: *****5678

Condo association
Wire & ACH

Company ID: *****6789

- If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.

- Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.
- Confirm the account to be used for the international wire.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
International Wire ☆

Choose "From" Account

Account Name	Account Type	Account Number	Balance
<input type="checkbox"/> Commercial Checking	Checking	DDA-XXXXX3580	\$253.69
<input type="checkbox"/> Money Market Savings	Savings	SAV-XXXXX3946	\$287.37
<input type="checkbox"/> Business Savings	Savings	SAV-XXXXX3954	\$260.48

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.
- Designate the 'Process Date' and complete the 'Message to Beneficiary' field, if applicable. Next, depending on your access, click 'Draft' or 'Approve'.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary **Account** Review & Submit

Template Name:
2006JEEP M LEDUC_1 ☆

Send payment as
ROCKLAND TRUST COMPANY/TEST

Total Amount
\$1.00 to 1 recipient usd

From Account
COMMERCIAL CHECKING DDA-XXXXX3572.60.76

Purpose Of Wire
International Test

Process Date
Select Date

Message to Beneficiary
International Wire T

Recurrence
None

Selected Recipients

Name	Account	Notify	Amount	Memo or Description
International Wire Tester	SWIFT/BIC: rtcous33 123123123123	No	\$1.00	Test

* - Indicates required field

Cancel Save Draft Approve

Creating a One-Time International Wire Transfer

1. Select the 'ACH and Wire' option under the 'Commercial' menu.
2. Click the 'One-Time Payment' button and select the 'International Wire' option from the drop down menu.

ACH and Wire

Available Templates

3. Select the currency from the drop down box and enter the amount. The 'Purpose of Wire' field is required and the internal Memo/Description is optional under the 'Additional Fields' link.

ACH and Wire - International Wire

Name	Account	Notify	Amount
<input checked="" type="checkbox"/> ABC Company new	SWIFT/BIC: H 123456	<input type="checkbox"/>	USD \$0.00

Purpose Of Wire *
Maximum length is 35 characters

Additional Fields ▾

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Subsidiary' in the workflow ribbon at the top of the page to move to the next step.

NOTE: Subsidiaries are only applicable for a business with multiple companies that can initiate payments. This screen will not appear if you only have one subsidiary.

ACH and Wire - International Wire

Recipient & Amount Subsidiary Account Review & Submit

One Time Payment

Send payment as:
ROCKLAND TRUST COMPANY/TEST

Search

ABC CO Wire Company ID:	ABC Condos Wire & ACH <i>This subsidiary is not valid. Please correct</i> Company ID: *****5678	Condo association Wire & ACH Company ID: *****6789
-------------------------------	--	--

- If applicable, select the subsidiary that will be used to initiate the payment, and match the account that will initiate the payment to/from.
- Click the 'Next' button at the bottom of the screen or 'Account' in the workflow ribbon at the top of the page to move to the next step.
- Select the account to be used for the international wire.

ACH and Wire - International Wire

Info & Users Recipient & Amount Subsidiary Account Review & Submit

Template Name:
International Wire ☆

Choose "From" Account

Search

Account Name	Account Type	Account Number	Balance
<input type="checkbox"/> Commercial Checking	Checking	DDA-XXXXX3580	\$253.69
<input type="checkbox"/> Money Market Savings	Savings	SAV-XXXXX3946	\$287.37
<input type="checkbox"/> Business Savings	Savings	SAV-XXXXX3954	\$260.48

Cancel Next

- Click the 'Next' button at the bottom of the screen or 'Review & Submit' in the workflow ribbon at the top of the page to move to the next step.
- Designate the 'Process Date' and enter a 'Message to Beneficiary', if applicable. Next, depending on your access, click 'Draft' or 'Approve.'

ACH and Wire - International Wire

Recipient & Amount Subsidiary Account Review & Submit


One Time Payment

Send payment as
ROCKLAND TRUST COMPANY/TEST

Total Amount
\$0.00 to 1 recipient usd

From Account
COMMERCIAL CHECKING DDA-XXXXX3572 60.76

Purpose Of Wire
TEST

Process Date
Select Date 

Message to Beneficiary

Recurrence
None

Selected Recipients

Name	Account	Notify	Amount	Memo or Description
ABC Company new	SWIFT/BIC: H 123456	No	\$0.00	

* - Indicates required field

Cancel Draft Approve