Creating a Domestic Wire

In the navigation menu:

- Select Business Banking.
- Select the Payments tile.
- Select the New Payments button.
- Select Domestic Wire.

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5	Transfers & Payments	New Payment		۹ Search	templates				
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	Card Services	Re ACH Collection							
	Services	Payroll							
£	Settings								
≡	Chat With Us								

The Domestic Wire form will appear. Enter information in the following fields:

- Select Subsidiary, if applicable.
- Select the account to originate the wire.
- Select the Process Date.
- (Optional) Click Set Schedule to set up a recurring schedule.
- In the Recipient/Account search field, enter a recipient or account, or select one from the drop-down list.
- (Optional) If you have the Manage Recipients right, click or tap New Recipient to create and assign a new recipient. In the Recipient Details section, enter details.
- Wire names can be up to 35 characters long. The wire name and the Display name must match.
- In the Accounts section & recipient details section, enter details for the Recipient, click or tap Save Recipient, or Use Without Save to complete the transaction without saving Recipient details.
- Click Approve and enter the token information.

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53 III	Transfers & Payments Business Banking	Origination Details From Subsidiary			
	eDocuments Card Services	Process Date	Recurrence None		
• •	Services Settings	Recipient/Account	Amount	0.00	:
Ð	Log Off	OPTIONAL WIRE INFORMATION	~		
					Cancel Draft Approve

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