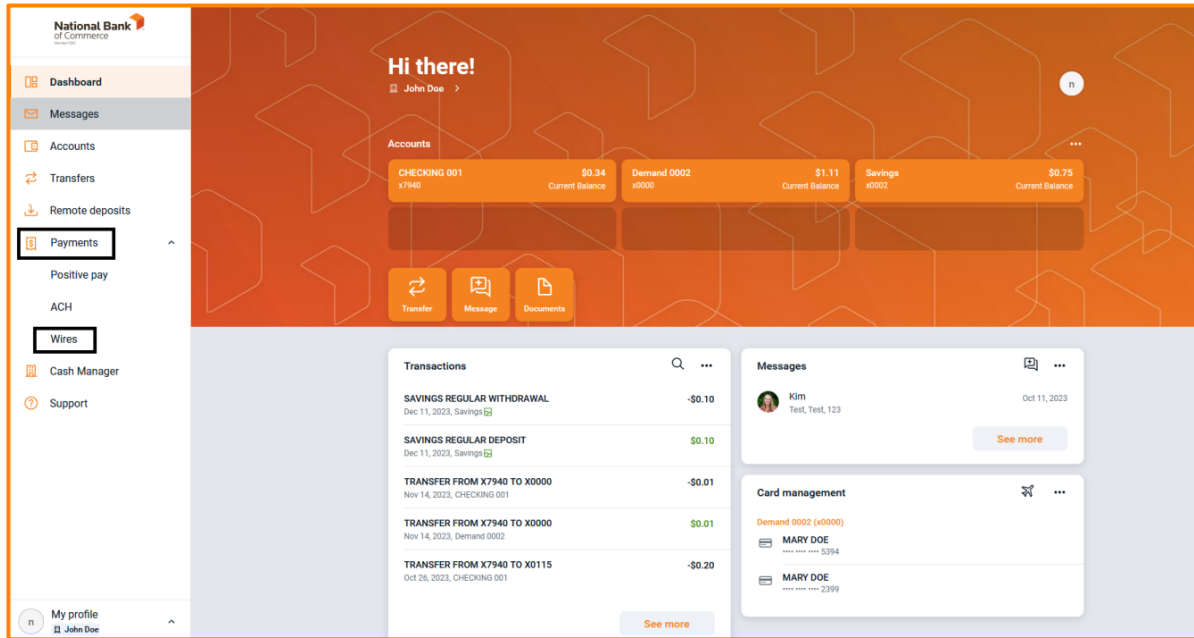
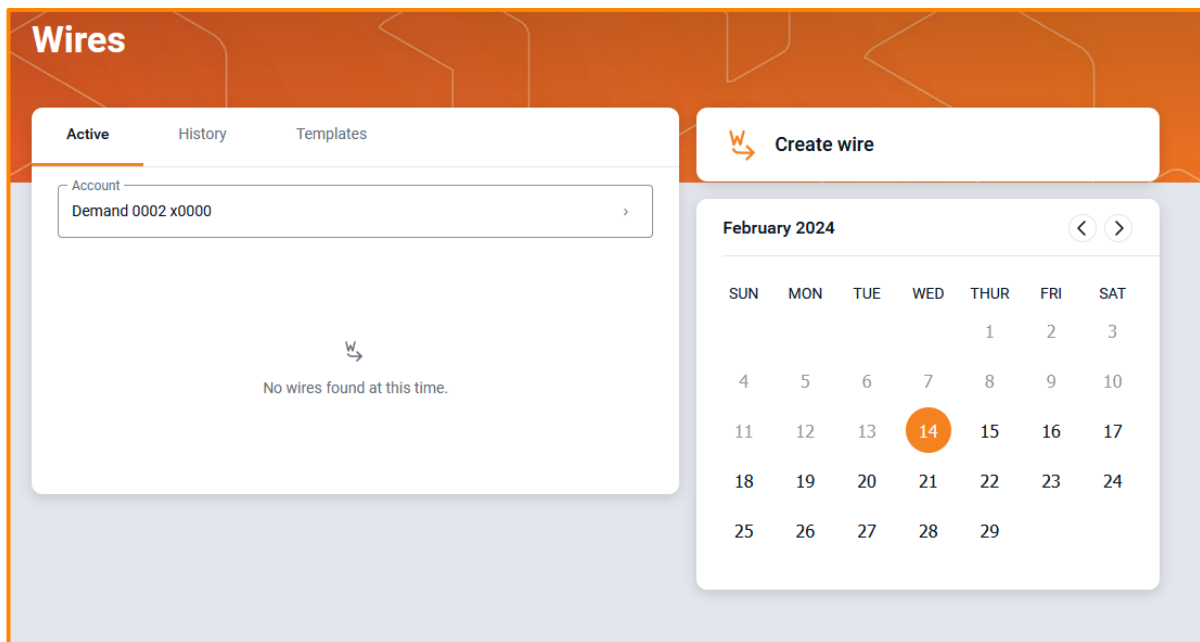


How to Send a Wire in Banno Business

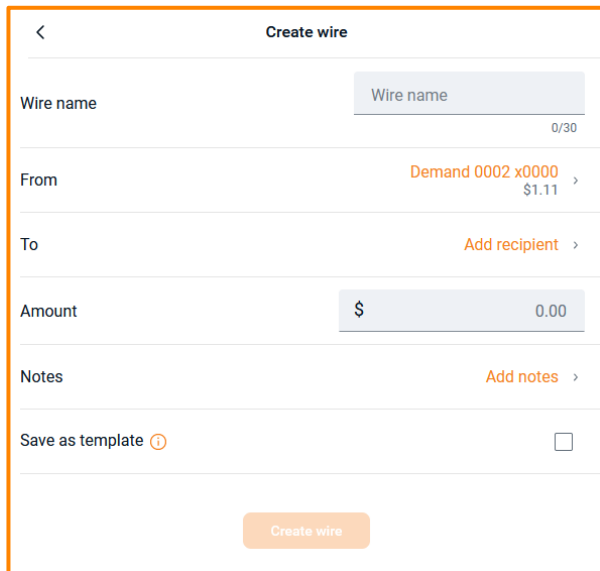
Navigate to the **Payments** drop-down menu and select **Wires**:



On the wires menu select **Create wire**:



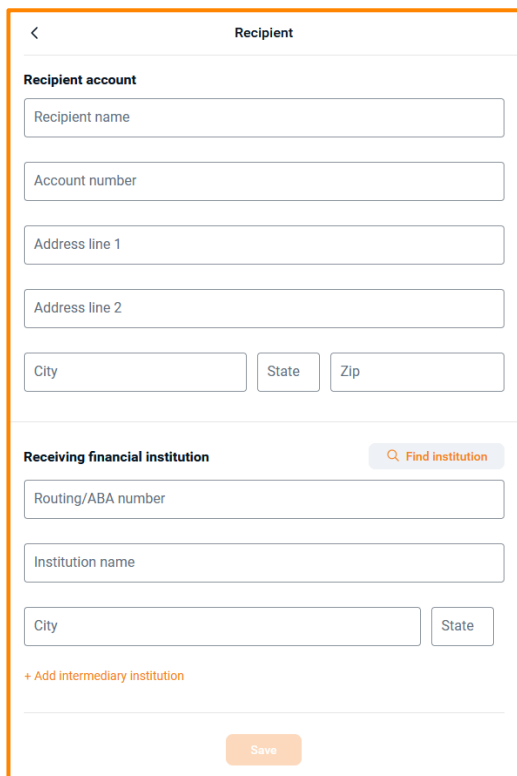
The wire creation menu will populate, name your wire, select the pay from account, and amount. To enter in the beneficiary information select **Add recipient**:



The screenshot shows a mobile application interface for creating a wire transfer. The title is "Create wire". The form includes the following fields and options:

- Wire name:** A text input field with the placeholder "Wire name" and a character count of "0/30".
- From:** A dropdown menu showing "Demand 0002 x0000" and a balance of "\$1.11".
- To:** A dropdown menu with the option "Add recipient".
- Amount:** A text input field with a dollar sign "\$" and the value "0.00".
- Notes:** A dropdown menu with the option "Add notes".
- Save as template:** A checkbox with an information icon.
- Create wire:** An orange button at the bottom.

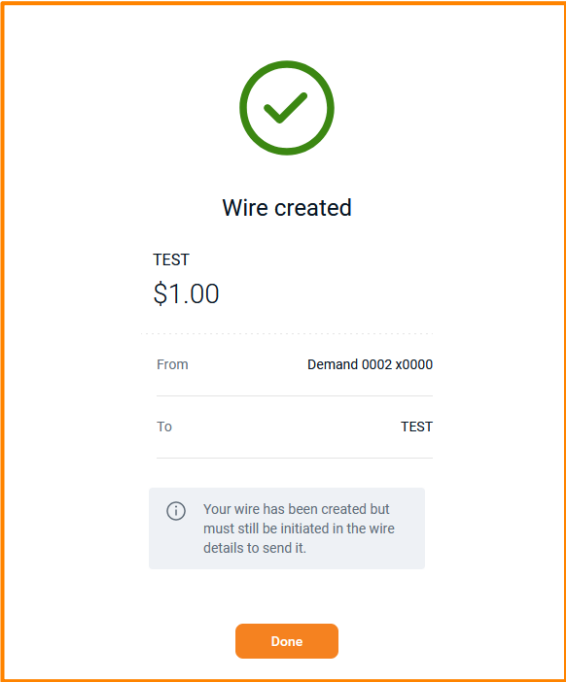
On the Recipient entry page, you will fill out the required payment information. If an intermediary institution is being utilized, you can select that at the bottom of the page. Once the information is filled out click **Save** at the bottom of the page:



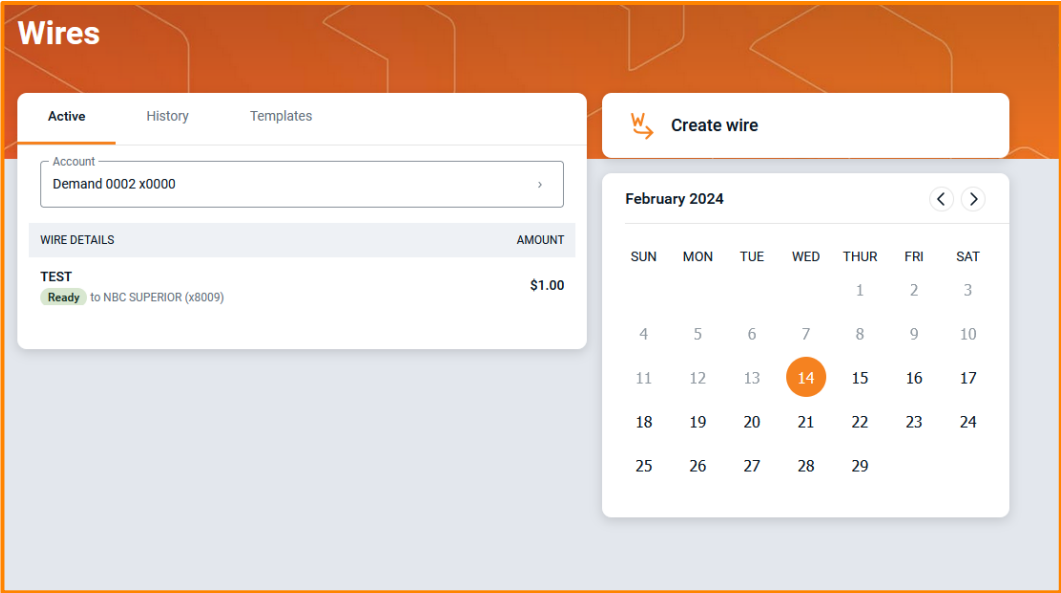
The screenshot shows a mobile application interface for entering recipient information. The title is "Recipient". The form includes the following fields and options:

- Recipient account:** A section header followed by input fields for "Recipient name", "Account number", "Address line 1", and "Address line 2".
- City, State, Zip:** Three separate input fields for location information.
- Receiving financial institution:** A section header followed by a "Find institution" button and input fields for "Routing/ABA number", "Institution name", "City", and "State".
- + Add intermediary institution:** A link to add an intermediary institution.
- Save:** An orange button at the bottom.



Once you select **Save** you will be taken back to the main wire screen, with all information entered you will be able to select **Create wire**. You will receive the below creation message but will still need to initiate the wire on the main wire menu page:



Select your wire from the Active wire listing:



Select Review and initiate:

Wire details  

TEST Ready

\$1.00 Edit >

From Demand 0002

Recipient details

Recipient name TEST

Account number 9074958009

Address 12345
Superior, WI 54880

Receiving institution

Institution name NBC SUPERIOR

Routing number 091800028

Address SUPERIOR, WI

Review and initiate