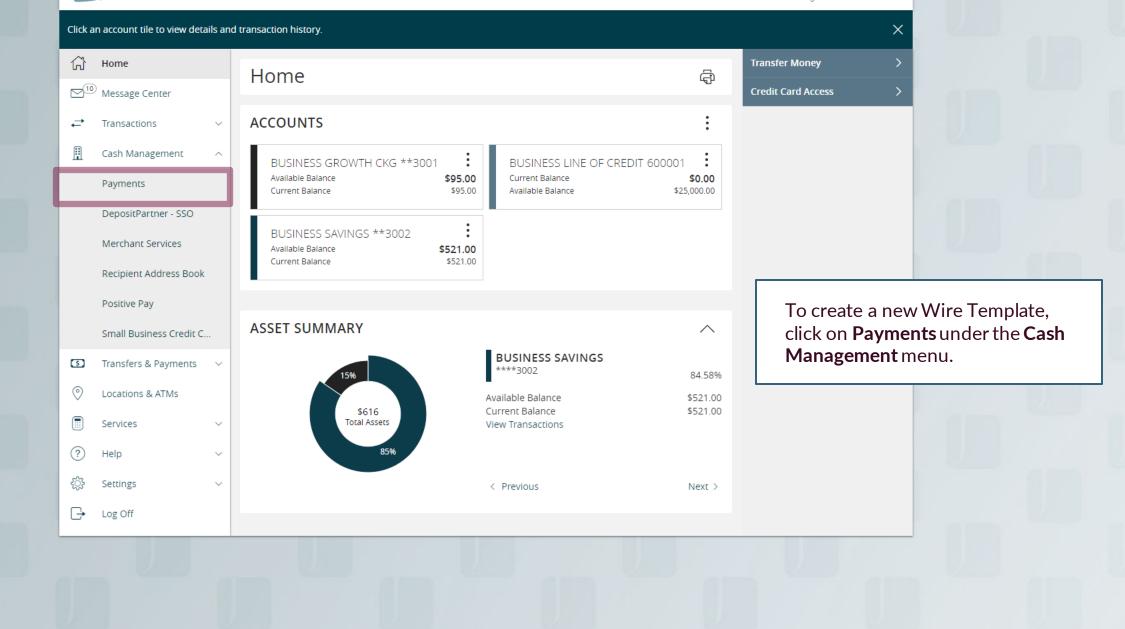
# Wire Payments Using Templates



#### MY JFG 🛽

Good Afternoon, Kyle Kasbohm Last login 07/18/2023 at 1:27 PM



	MYJFG 📙		Good Afternoon, Kyle Kasbohm
	Home	Payments	
	Message Center → Transactions		
	Cash Management	New Payment	Payment Templates allow you to
2	Payments	Templates	save the transaction and re-use it.
	DepositPartner - SSO	4 Results Filters: All ACH Payment Domestic Wire	
	Merchant Services	Name A Type A Recipients A Last Paid I	Date 🔺 Last Paid Amount 🔺 Actions
	Recipient Address Bool Positive Pay	스 Central Perk ACH ACH Payment (PPD) 1	:
-	Small Business Credit C	 ☆ Central Perk Wire Domestic Wire 1	
	Transfers & Payments		: 
	<ul> <li>Locations &amp; ATMs</li> <li>Services</li> </ul>	کے Joey-SAG Royalties ACH Payment (PPD) 1	:
	? Help	<ul> <li>OM Test ACH Template</li> <li>ACH Payment (PPD)</li> <li>1</li> </ul>	:
	င့်} Settings	~	
	└• Log Off		

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	ŵ	Home		Paym	nents							
		) Message Center		rayn	icito							
	₽	Transactions	~	Nev	w Payment			Q Sear	rch templates			
		Cash Management	^									
2		Payments			Templates				+ Create	e Template		
		DepositPartner - SSO		4 Result	s Filters: All ACH F	ayment Domestic Wire						
		Merchant Services		l	Name 🔺	Type 🔺	Recipients 🔺	Last Paid Date 🔺	Last Paid Amount 🔺	Actions		
		Recipient Address Book										
		Positive Pay		☆	Central Perk ACH	ACH Payment (PPD)	1			:		
		Small Business Credit C.							Уоцса	n filter di	ifferent template	
	\$	Transfers & Payments	~	☆	Central Perk Wire	Domestic Wire	1		typesb	y clickin	g on the transaction	
	$\odot$	Locations & ATMs			Joey-SAG Royalties	ACH Payment (PPD)	1		typelis	ted.		
		Services	~									
	?	Help	~	☆	OM Test ACH Template	ACH Payment (PPD)	1			:		
	૾ૢૺ	Settings	~									
	G	Log Off										

For additional assistance, please call 888.769.3796 (option 1, then option 2) or email myjfgbusiness@johnsonfinancialgroup.com.

M	🖌 JFG 📙		Go	od Afternoon, Kyle Kasbohm
	Home Message Center	Payments		
≓ II	Transactions v	New Payment	۹ Search templates	
	Payments DepositPartner - SSO	Templates 4 Results Filters: All ACH Payment Domestic Wire	ACH Wire ACH Payment Domestic Wire	+ <u>Create Template</u>
	Merchant Services Recipient Address Book	Name 🔺 Type 🔺	Recipients 🔺 Last Paid Date 🔺 Last Paid Am	ount Actions
	Positive Pay Small Business Credit C	소 Central Perk ACH ACH Payment (PPD)	1	:
3	Transfers & Payments V	$\sum_{i=1}^{N}$ Central Perk Wire Domestic Wire	1	To create a new template, click
0	Locations & ATMs Services ~	人 Joey-SAG Royalties ACH Payment (PPD)	1	+Create Template and select Domestic Wire
<u>ې</u>	Help ~	스 OM Test ACH Template ACH Payment (PPD)	1	For ACH Payment Templates,
C+	Log Off			please see the ACH Payment Templates user guide.

MYJFG 📕			Good Afternoon, Kyle Kasbohm
G Home ⊠ <sup>10</sup> Message Center	Domestic Wire Change Type		
→       Transactions       ✓         □       Cash Management       ∧         Payments	Template Properties Template Name	Template Access Rights 7 of 7 users selected	
DepositPartner - SSO	Origination Details		
Merchant Services	From Subsidiary	Account	
Recipient Address Book	BURTS BEES *****1258	Search by name or number	
Positive Pay	Recipient/Account	Amount	
Small Business Credit C	Search by name or account.	\$ 0.00	
☑ Transfers & Payments ∨	Message to Beneficiary 💿		Give your Template a name and
O Locations & ATMs			select which user roles may access this template.
Services ~	OPTIONAL WIRE INFORMATION		
? Help ~			
င့်္ပိန် Settings 🗸 🗸			Cancel Save
□ Log Off			

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分 Home ⊡ Message Center	Domestic Wire Change Type	
→       Transactions       ∨         □       Cash Management       ∧         Payments	Template Properties       Template Name     Template Access Rights       Ross Geller Research     7 of 7 users selected	
DepositPartner - SSO Merchant Services Recipient Address Book	Origination DetailsFrom SubsidiaryAccountBURTS BEES *****1258BUSINESS GROWTH CKG ****3001\$95.00	
Positive Pay Small Business Credit C Transfers & Payments V	Recipient/Account     Amount <ul> <li>Search by name or account.</li> <li>\$ 0.00</li> </ul> Message to Beneficiary ③	:
<ul> <li>Cocations &amp; ATMs</li> <li>Services ~</li> </ul>	OPTIONAL WIRE INFORMATION	<b>Complete</b> the <b>Origination Details</b> . The <b>Subsidiary</b> should only give you one option and default to that
<ul> <li>(?) Help ~</li> <li>{⑦ Settings ~</li> <li>[-+ Log Off</li> </ul>		option. Select the <b>Account</b> you want to fund the wire.

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<u>`</u>	Transactions	۲   `	Template Properties		(1) (1) (1) (1) (1) (1) (1) (1) (1) (1)
	Cash Management	^	Template Name	Template Access Rights 7 of 7 users selected	
	Payments		Ross Geller Research	/ OF / USERS SElected	
	DepositPartner - SSO	C	Origination Details		Next, you will need to select
	Payments		From Subsidiary	Account	recipient from your Recipier
			BURTS BEES *****1258	BUSINESS GROWTH CKG ****3001 \$95.00	Address Book by clicking in t <b>"Search by name or account</b>
	Positive Pay		Recipient/Account	Amount	and select the recipient from
	Small Business Credit C		م   إearch by name or account.	\$ 0.00	list in the dropdown menu.
\$	Transfers & Payments	~	+ New Recipient		If you need to add a recipier
0	Locations & ATMs		Calvin Klein Inc		hasn't been already been ad
	Services	~	C Calvin Klein Inc Checking 54654324		the recipient address book, y can click <b>+ New Recipient</b> in
(?)	Help	~	Central Perk		"Search by name of account
( نې	Settings	~	Central Perk Checking 521365476541		menu. For information on a
	Log Off		Ross Geller		recipients, please see Dome
<u> </u>			Ross Geller Checking 321549321		Wire Recipients user guide.
			Matched 3 recipient account(s).		

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<ul> <li>→ Home</li> <li>→ <sup>10</sup> Message Center</li> </ul>	Domestic Wire Change Type		
→     Transactions     ∨       III     Cash Management     ∧		nplate Access Rights	
Payments	Ross Geller Research 7 of	7 users selected	Enter a dollar <b>Amount</b> for the
DepositPartner - SSO	Origination Details		template. This amount will default
Merchant Services		ount ISINESS GROWTH CKG	every time you use the template. If the dollar amount you send this
Recipient Address Book		\$95.00 \$95.00	recipient will change each time, it
Positive Pay		Amount	is recommended to leave it as \$0.00 and you can enter the actual
Small Business Credit C	Ross Geller Checking 321549321	\$ 75.00	dollar amount when using the
☑ Transfers & Payments ∨	Message to Beneficiary 💿		template to send a payment.
Locations & ATMs			Click <b>Save</b> when finished.
Services V			
(?) Help ∨			
{았 Settings ~			Cancel Save
□ Log Off			

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Click **Optional Wire Information** to access Message to Beneficiary, FI-to-FI Information, and Description fields.

Use **Message to Beneficiary** to pass a message along to the Beneficiary. If your wire instructions ask you to include a "For Further Credit To" or "FFC" note, please add it here. Similarly, if sending an international wire to Canada, this is where you would enter the Sort and Transit Codes.

**FI-to-FI Information** would be listed in your wire instructions as FI-to-FI, Financial Institution-to-Financial Institution, Bank-to-Bank Information. If your wire instructions include this information, it is imperative that you enter that information in this field.

**Description** is an internal memo that will stay in MyJFG and not travel with the wire.

Domestic	Wire	Change Type
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Template Properties									
Template Name	Template Access Rights								
Ross Geller Research	Ross Geller Research 1 of 1 users selected								
Origination Details									
From Subsidiary	Account								
Test Cash Management II Test Cash Management II	COMMERCIAL CHECKING *****2630 \$15.42								
Recipient/Account	Amount								
Ross Geller Checking 132412345	\$ 0.00								
OPTIONAL WIRE INFORMATION	^								
Message to Beneficiary ③									
FI-to-FI Information ③									
Description $\odot$									
	Cancel Save								

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_		~	Template Properties Template Name	Template Access Rights 1 of 1 users selected	
Pa	ayments		Ross Geller Research		
De	epositPartner		Origination Details		
М	lerchant Services		From Subsidiary Test Cash Management II	Account COMMERCIAL CHECKING	
Re	ecipient Address Book		Test Cash Management II	****2630 \$15.42	
Po	ositive Pay		Recipient/Account	Amount	
Sr	mall Business Credit C		Ross Geller Checking 132412345	\$ 0.00	Click <b>Save</b> when you
🗊 Tr	ransfers & Payments	~	OPTIONAL WIRE INFORMATION		are finished.
⊘ Lo	ocations & ATMs				
Se	ervices	~			
? не	elp	~			Cancel Save
र्ेंड Se	ettings	~			
G∙ Lo	og Off				
		U.			

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DepositivPartner - SSO       S Results       ACH Payment       Domestic Wire       or edit, copy, and delete the template.         Merchant Services       Name -       Type -       Recipients -       Last Pr         Recipient Address Book	t ≣	Transactions~Cash Management^PaymentsDepositPartner - SSO		New Payment Templates ults Filters: All ACH Pa	ayment Domestic Wire			The template is n you to use in the screen. Use the <b>A</b> <b>menu</b> to <b>Pay</b> usin	Payments <b>Actions Ka</b> g the tem	; <b>abob</b> plate,
Small Business Credit C       ∴         Image: Strate of the strate of t			_		Туре 🗠	Recipients 🔺	Last Pa			C
Image: Services       Image: Services <td< td=""><td></td><td>Positive Pay</td><td>☆</td><td>Central Perk ACH</td><td>ACH Payment (PPD)</td><td>1</td><td></td><td></td><td>:</td><td></td></td<>		Positive Pay	☆	Central Perk ACH	ACH Payment (PPD)	1			:	
Image: Services       ✓       joey-SAG Royalties       ACH Payment (PPD)       1       Image: Services	5			Central Perk Wire	Domestic Wire	1			:	
⑦       Help       ✓       ☆       OM Test ACH Template       ACH Payment (PPD)       1       :         ☆       Settings       ✓       ✓       Ross Geller Research       Domestic Wire       1       Click to view template Ross Geller Research actions       :         ↓       Log Off       ✓       Ross Geller Research       Domestic Wire       1       Click to view template Ross Geller Research actions       :         ↓       Log Off       ✓       Edit       Edit	ľ		\$	Joey-SAG Royalties	ACH Payment (PPD)	1			:	
□       □       Click to view template Ross Geller Research actions       □         □				OM Test ACH Template	ACH Payment (PPD)	1			:	-
Edit	∰ [-•		\$	Ross Geller Research	Domestic Wire	1	Cli	ick to view template Ross Geller Research a	ctions	
Сору										
Delete								and the second sec		

MY JFG 📕	Good Afternoon, Kyle Kasbohm
分 Home ✓ <sup>10</sup> Message Center	<ul> <li>Transaction Warnings</li> <li>Another user must approve this transaction.</li> </ul>
	Ross Geller Research (Domestic Wire) Edit Template
🗍 Cash Management	Origination Details
Payments DepositPartner - SSO	From Subsidiary     Account       BURTS BEES     BUSINESS GROWTH CKG
Merchant Services	*****1258     ****3001     \$95.00       Process Date     Recurrence
Recipient Address Book	07/18/2023       Enter the process date for the transaction. You can also set a
Positive Pay Small Business Credit C	Recipient/Account Amount recurring transaction schedule if desired.
-	Koss Generic     \$ 75.00       Message to Beneficiary ③
O Locations & ATMs	Archaeological Dig Research Grant
	OPTIONAL WIRE INFORMATION     V
□ Log Off	Cancel Draft Approve

MY JFG 📗 Good Evening, Kyle Cash Solutions 67 Home Transaction Warnings Another user must approve this transaction. ⊠5 Message Center Edit Template Ross Geller Research (Domestic Wire)  $\sim$ ≓ Transactions H Cash Management  $\sim$ **Origination Details** Payments From Subsidiary Account Test Cash Management II COMMERCIAL CHECKING \*\*\*\*2630 \$15.42 Test Cash Management II Process Date Recurrence **Enter** a dollar amount for the payee. Ē Set schedule 07/20/2023 Clicking on Optional Wire Information will allow you to enter Recipient/Account Amount or edit Message to Beneficiary, FI-Ross Geller 10.00 \$ Checking 132412345 to-FI, or Description information. OPTIONAL WIRE INFORMATION  $\sim$ Message to Beneficiary 💿 Services Archaeological Dig Research Grant (?)Help FI-to-FI Information ③ £\_\_\_\_\_ Settings  $\sim$ Description (2) G• Log Off Ross Geller Research Cancel Draft Approve

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(규) Home [5] Message Center	Transaction Warnings     Another user must approve this transaction.
← Transactions ~	Ross Geller Research (Domestic Wire)
Cash Management ^	Origination Details
Payments	From Subsidiary Account
DepositPartner	Test Cash Management II     COMMERCIAL CHECKING       Test Cash Management II     ****2630       \$15.42
Merchant Services	Process Date Recurrence
Recipient Address Book	07/20/2023 Set schedule
Positive Pay	
Small Business Credit C	Recipient/Account     Amount       Ross Geller     \$ 10.00       Checking     132412345
☑ Transfers & Payments ∨	
Locations & ATMs	OPTIONAL WIRE INFORMATION
	Message to Beneficiary <sup>®</sup> When you are ready to submit the
Services ~	Archaeological Dig Research Grant wire, click the <b>Draft</b> button. JFG
? Help ~	FI-to-FI Information () requires wires submitted online to be
्रि Settings 🗸 🗸	approved via Dual Control so anothe
□ Log Off	Description () user will need to Approve the wire.
	Ross Geller Research
	Cancel Draft Approve

M	YJFG 🔳		Good Afternoon, Kyle Kasbohm
ŵ	Home	Transa ×	
<b>⊡</b> <sup>10</sup>	Message Center		
≓	Transactions ~	Ross Transaction Drafted	Edit Template
▦	Cash Management ^	Transaction requires 1 approval(s).	
	Payments	Originat From Sut	
	DepositPartner - SSO	BURTS E Total Amount: \$75.00	
	Merchant Services	Process I	
	Recipient Address Book	07/18/2 Close View in Online Activity Center	
	Positive Pay		You will receive a notice that the
	Small Business Credit C	Recipient/Account     Amount       Ross Geller     \$ 75.00	transaction is drafted and require an approval.
\$	Transfers & Payments 🛛 🗸	Checking 321549321	
$\odot$	Locations & ATMs	Archaeological Dig Research Grant	Click <b>Close</b> , or View in Online Activity to see the wire details.
	Services ~	OPTIONAL WIRE INFORMATION	Activity to see the wire details.
?	Help ~		
£	Settings ~		
G	Log Off	Cance	Draft Approve

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BUSINESS GROWTH CKG \*\*

All act	ivity performed via Online	Bankin	g will be displayed l	here. Use 'Shov	v Filters' for additional search and navigat	tion options.	×	
	Home Message Center Transactions	^	Online Ac	5	<b>enter</b> rring Transactions Deposited Ch	necks		
	Online Activity Center Statements		۹ Search transa	actions			☆ 尋 ⊥ 7	
	Cash Management	~	Created date 👻	Status 👻	Transaction Type 👻	Account –	Amount -	
5 ()	Transfers & Payments Locations & ATMs	~	7/18/2023	Drafted	Domestic Wire - Tracking ID: 21873	BUSINESS GROWTH CKG ****30	001 \$75.00	
	Services	~	7/17/2023	Drafted	ACH Payment - Tracking ID: 21872	BUSINESS GROWTH CKG ****30	001 \$90.00 ·	
?	Help	~	7/17/2023	Drafted	Domestic Wire - Tracking ID: 21871	BUSINESS GROWTH CKG **	<b>Activity Center</b> (found in the Transactions menu) tracks all	
ŝ	Settings	~	7/17/2023	Cancelled	ACH Payment - Tracking ID: 21870	BUSINESS GROWTH CKG **	transactions that happen online.	
Ŀ	Log Off		7/15/2023	Authorized	ACH Payment - Tracking ID: 21865	BUSINESS GROWTH CKG **	If you drafted the transaction, ar	nother
			7/3/2023	Drafted	ACH Payment - Tracking ID: 21827	BUSINESS GROWTH CKG **	user can <b>Approve</b> the transaction here, amongst other actions usin	
			6/16/2023	Authorized	ACH Payment - Tracking ID: 21755	BUSINESS GROWTH CKG **	abob menu.	5 110
		6/16/2023	Cancelled	ACH Payment - Tracking ID: 21754	BUSINESS GROWTH CKG **	Depending on your entitlements		
			6/16/2023	Authorized	ACH Payment - Tracking ID: 21753	BUSINESS GROWTH CKG **	may be able to approve or cance transactions that other users hav	

ACH Payment - Tracking ID: 21751

6/16/2023

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# Thank You

Additional Resources and Support

For additional resources, including "how-to" guides, please visit our online Client Resources page at https://www.johnsonfinancialgroup.com/business/cas h-management/client-resources/

If further support is needed, please call our Johnson Customer Support Center at 888.769.3796 (option 1, then option 2), send a message in the MyJFG Message Center to "MyJFG Business – Cash Mgmt Solutions" or by email at <u>myjfgbusiness@johnsonfinancialgroup.com</u>.

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