

Quick Reference Guide

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# Wire File Upload

**JHA** Treasury Management™

*Last Updated: March 1, 2023*

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## Wire File Upload

**Overview:** The Wire File Upload feature of the TM platform meets the needs of higher volume wire originators and can improve integration with a business payment process. The capabilities include a file mapping function, intuitive file upload workflow, and new reports. Note: The workflow supports the existing fraud and risk controls that exist with the platform such as alerts, approvals and two factor authentication. This capability is completely controlled by the bank. It becomes available to a company and its users only after the features are enabled at the bank and company levels in the TM Back Office.

### Benefits for the Banks?

- Additional key wire payment capability, especially for high volume businesses.
- Back Office Report providing visibility into the wire file activity.
- Ability to charge via Enhanced Account Analysis through a billing counter.

### Benefits for Customers?

- Eliminates the need to input individual wires when volume is a concern.
- Easy to use file mapping tool allowing flexibility while creating or updating formats.
- Enabling workflow allowing users to review, edit and confirm wire file contents.
- Wire File Activity reporting to easily track wire file activity.
- Additional fraud risk point controls.

# Wire File Upload

## Product Configuration

The screenshot shows the 'Product Feature Configuration' page in the JHA Treasury Management system. A modal window titled 'Wire Configuration' is open, displaying the following settings:

- International (USD): ACTIVE (toggle)
- Require Purpose: YES (toggle)
- Limited future dated wires: YES (toggle)
- Maximum # future days: 5 (dropdown)
- Allow Wire File Upload: YES (toggle, highlighted with a red '1')
- Payment Approvers:   
-  Apply number of approvers to all payment amounts   
-  Manage threshold amounts   
- 1 (dropdown) Approver(s) for all wire amounts
- Beneficiary Approvers: 1 (dropdown)
- Template Approvers: 1 (dropdown)

Buttons for 'Save' and 'Cancel' are at the bottom of the modal. The background shows a list of product features with 'Wire' selected, and other settings like 'Other Settings' and 'Billing' are visible below.

### 1. Product Configuration

Wire File Upload can be enabled within the Wire Configuration of the Product Feature Configuration. Once it has been enabled, configuration settings for active companies will be applied.

# Wire File Upload

## Company Configuration

**JHA Treasury Management™** Company ▾ User ▾ Configuration ▾ Reports Hi, JennBO Last Login: 05/25/2020, 03:25 PM, EST Log Out

< Company name

### Edit Wire

International (USD):  INACTIVE

Daily Limit:

Require Purpose:  YES

Limited future dated wires:  YES

Maximum # future days:

Allow Wire File Upload:  YES 1

Payment Approvers:

Apply number of approvers to all payment amounts

Manage threshold amounts

Approver(s) for all wire amounts

Beneficiary Approvers:

Template Approvers:

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**Wire Companies**

ABC Test Inc	Transaction Limit: 100,000	Daily Limit: 100,000	<a href="#">Manage Accounts</a>
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### 1. Company Configuration

To enable this feature for a specific company, navigate to their Company Details page and select Wires from the Product Features widget. Selections will be applied when the Product Configuration is set to Yes.

**Tip:** The Company Configuration can be modified while the Product Configuration (Allow Wire File Upload) setting is set to No and the changes will be applied when the Product Configuration setting is set to Yes.

**Note:** In addition, when the Product Configuration is set to No, customers will not have access to this functionality nor will they see any of the navigation options.

# Wire File Upload

## Back Office Notification Configuration

**JHA Treasury Management™** Company ▾ User ▾ Configuration ▾ Reports Hi, JennBO Last Login: 05/25/2020, 03:25 PM, EST Log Out

### Notification Configuration <sup>1</sup>

Use this page to configure what notifications are available to the channel users and the delivery methods that they can choose from. You can turn off all notifications, but still maintain your settings by using the Notification Feature Active / Inactive toggle switch.

Notification Feature:  ACTIVE

- ACH
- Admin
- Admin
- Positive Pay
- Stop Payment
- Transfer/Loan
- Payment
- Wire

Type to filter

		FI Required ⇅	Email ⇅	Desktop Notifications ⇅	Text Message (SMS) ⇅
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire Payment Created	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire Payment Pending Approval	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire Payment Approved	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire-Approval Rejected	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire Failed	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wire - Edited/Deleted	<input checked="" type="checkbox"/> ACTIVE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Save Reset Revert to Defaults

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### 1. Notification

Wire File Uploaded will alert a user when a wire file has been successfully uploaded into Treasury Management. To receive this notification, a user needs to be entitled for the Wire Company as well as have the following user entitlements enabled:

- Wire File Upload
- Create Domestic Wire

# Wire File Upload

## Wire File Upload Report

**Wire File Upload Report**

Filter

Company Name: Wright Management Company | File Name: | Source: | Amount: Specific Amount (\$0.00) | Received Date: Month to Date 02/01/2023 - 02/20/2023

Run Report | Reset

File Name	Received Date	Source	Total Amount	Total Wires	Total Beneficiaries	Pending Approval	Approved	Rejected	Expired
Wire File 1 Delimited version.txt	02/20/2023	Wright Management Company	\$1,021.46	8	8	0	8	0	0
Delimited1 Wire File.txt	02/16/2023	Wright Management Company	\$51.01	2	2	0	0	0	0
R22 554 WMC01 Fixed Position Format x23 file def.txt	02/10/2023	Wright Management Company	\$83.00	2	2	0	0	0	0
R22 554 WMC01 Fixed Position Format xxx file def.txt	02/03/2023	Wright Management Company	\$83.00	2	2	0	0	0	0
R22 554 WMC01 Fixed Position Format xxx file def.txt	02/01/2023	Wright Management Company	\$83.00	2	2	0	2	0	0

Viewing 5 items

**Wire File 1 Delimited version.txt (Source: Wright Management Company)**

Beneficiary	Debit Account	Wire Company Name	Effective Date	Amount
Bank of America	Checking	Wright Management Company	02/27/2023	\$126.37
Bank of America	Checking	Wright Management Company	02/27/2023	\$62.36
Bank of America	Checking	Wright Management Company	02/27/2023	\$234.65
Bank of America	Checking	Wright Management Company	02/27/2023	\$92.35
Bank of America	Checking	Wright Management Company	02/20/2023	\$134.65
Bank of America	Checking	Wright Management Company	02/20/2023	\$226.37
Bank of America	Checking	Wright Management Company	02/20/2023	\$52.35
Bank of America	Checking	Wright Management Company	02/20/2023	\$92.36

Viewing 8 items

Back Office report that provides information about the files uploaded.

### 1. Search

Report Results will be based on the search criteria that is used.

### 2. Report Results

- Received Date
- File Name
- Source
- Amount
  - The total amount of the wires in the file
- Total Wires
  - Includes any wires that were excluded from processing during file upload
- Total Beneficiaries
  - Number of unique beneficiaries
- Approved
- Pending Approval
- Rejected
- Expired
- File Size

### 3. View

Select View to display the list of wires included in the file. The list of wire transactions will open in a modal.

To view additional detail for a wire, use the existing Wire Payment Activity Report.

# Wire File Upload

## Navigation

The screenshot shows the 'YourFi' dashboard with the 'PAYMENTS' tab selected. The 'Wire' sub-tab is active, displaying a list of actions:

- Transfer: Create Transfer, Create Transfer from Template, Transfer Activity, Recurring Transfers, Transfer Templates, Create Loan Payment, Loan Payment Activity
- Wire: Create USD Wire, Create USD Wire from Template, Upload Wires (1), Create FX Wire, Wire Activity, Wire File Activity (2), Recurring Wires, Wire Templates, Wire Beneficiaries, Wire Upload Formats (3)
- ACH: Create ACH Payment, Create ACH Tax Payment, ACH File Activity, ACH Payment Activity, Recurring ACH Payments, ACH Templates, ACH Tax Templates, ACH Recipients, ACH Recipients Activity, ACH Recipient Import Layout
- Positive Pay: ACH Exceptions, ACH Exceptions - Decision Activity, ACH Filters, Check Exceptions, Check Exceptions - Decision Activity, Check Upload Formats, Create/Upload Check Issues, Issued Item Activity
- Stop Payment: Create Stop Payment, Stop Payment Activity
- Bill Pay: Business Bill Pay

At the bottom right, there are report options: Prior Day Balance, Current Day Transaction, Prior Day Transaction, Date Range Balance, and Date Range Transaction, each with a 'Run Report' button. The footer includes '© 2020 Jack Henry & Associates, Inc. | Terms and Conditions', 'Member FDIC', and 'Equal Housing Lender'.

From the main navigation, users can:

- 1 Upload Wires
- 2 View Wire File Activity
- 3 Select Wire Upload Formats

# Wire File Upload

## Wire File Upload Workflow - Summary

**YourFi** Message Center Notifications 374 Cut-Off Times Last Login: MM/DD/YYYY, HH:MM, CST Hi, <loginID>

DASHBOARD ACCOUNTS **PAYMENTS** REPORTING ADMIN

Upload Wire File

1. Select File **2. Summary** 3. Review 4. Confirmation

**File Upload Summary**

File Name: XYZ Title Test Co 20912.txt **1**

File Size: 3.75 KB Total Wires: 6 Total Debit Amount: \$11,000.00  
Total Beneficiaries: 6

<input checked="" type="checkbox"/>	Beneficiary	Debit Account	Wire Company Name	Effective Date	Amount	
<input checked="" type="checkbox"/>	XYZ Title Test Co	Nickname	123 IT Test Company	06/22/2020	\$2,500.00	<a href="#">Details</a> <b>2</b>
<input checked="" type="checkbox"/>	XYZ Title Test Co	Checking	123 IT Test Company	06/05/2020	\$2,000.00	<a href="#">Details</a>
<input checked="" type="checkbox"/>	XYZ Title Test Co	Nickname	123 IT Test Company	06/22/2020	\$1,500.00	<a href="#">Details</a>
<input checked="" type="checkbox"/>	XYZ Title Test Co	Checking	123 IT Test Company	06/05/2020	\$2,000.00	<a href="#">Details</a>
<input checked="" type="checkbox"/>	XYZ Title Test Co	Nickname	123 IT Test Company	06/22/2020	\$1,500.00	<a href="#">Details</a>
<input checked="" type="checkbox"/>	XYZ Title Test Co	Checking	123 IT Test Company	06/22/2020	\$1,500.00	<a href="#">Details</a>

Viewing 1-6 of 6 25

[Back](#) [Review](#)

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### 1. File Summary

After a file has been uploaded, users can view a summary of file information including the file name, summary information (File Size, Total Wires and Beneficiaries, and Total Debit Amount) and a list of wires included in the file.

### 2. Wire Detail

Select Details to view the detail for the selected wire. A user can edit the payment information while viewing the detail.

### 3. Wire Selection

A user can choose to exclude a wire from being submitted for processing by un-checking it during review.

# Wire File Upload

## Wire File Upload Workflow - Review

Users can review the wires a final time before submitting the wire payments.

### 1. Wire Details

Payments details can also be viewed by selecting details. Details will display the details for the selected wire. A user can edit some payment information within the Summary portion of this work flow.

Fields that can be edited:

- Wire Amount
- Frequency
- Effective Date
- Purpose
- Additional Information
- Reference Beneficiary

### 2. Back

Select the back button to navigate to the Summary page and select the details link to make any changes to the payment information.

# Wire File Upload

## Wire File Activity

The screenshot displays the 'Wire File Activity' page in the YourFi system. The top navigation bar includes 'Message Center', 'Notifications', 'Out-Off Times', and 'Last Login: 03/01/2023, 11:29 AM, CST'. The main navigation menu has 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', and 'ADMIN'. The 'Wire File Activity' section is active, showing a search bar and filter options. The table below lists wire transactions with columns for File Name, File Size, Source, Received Date, Total Wires/Amount, Approved/Submitted, Pending, Rejected, Expired, and Actions. Callouts 1-4 highlight specific navigation and filtering elements.

File Name	File Size	Source	Received Date	Total Wires/Amount	Approved/Submitted	Pending	Rejected	Expired	Actions
<a href="#">Wire File 1_Delimited version.txt</a>	1206	John Wilson	02/20/2023	(8) \$1,021.46	8	0	0	0	Review
<a href="#">Delimited1_Wire File.txt</a>	298	John Wilson	02/16/2023	(2) \$51.01	2	0	0	0	Review
<a href="#">R22_554_WMC01 Fixed Position Format xyz file def.txt</a>	288	David Smith	02/10/2023	(2) \$83.00	2	0	0	0	Review
<a href="#">R22_554_WMC01 Fixed Position Format xxx file def.txt</a>	288	John Wilson	02/03/2023	(2) \$83.00	2	0	0	0	Review
<a href="#">R22_554_WMC01 Fixed Position Format xxx file def.txt</a>	288	John Wilson	02/01/2023	(2) \$83.00	2	0	0	0	Review
<a href="#">Delimited1_Wire File.txt</a>	303	John Wilson	01/31/2023	(2) \$51.01	2	0	0	0	Review
<a href="#">R22_554_WMC01 PPF file xyz 2.txt</a>	1136	John Wilson	01/30/2023	(8) \$311.00	8	0	0	0	Review
<a href="#">R22_554_WMC01 Fixed Position Format xxx file def.txt</a>	288	John Wilson	01/25/2023	(2) \$83.00	2	0	0	0	Review
<a href="#">R22_554_WMC01 Fixed Position Format xxx file def.txt</a>	288	John Wilson	01/18/2023	(2) \$72.00	2	0	0	0	Review

Wire File Activity view will display a list of wire files that have been uploaded.

### 1. Quick Navigation

Users can quickly navigate between page views (Wire File Activity, Recurring Wires, and Wire Activity).

### 2. Type to Filter

Users may utilize the Type to Filter in order to narrow the results. This feature will filter across the results to refine based on the users entered criteria.

### 3. Information Available

- File Name (Link to wire transactions)
- File Size
- Source (User)
- Received Date
- Total Wire / Amount
- The status of the wires including
  - Approved / Submitted
  - Pending
  - Rejected
  - Expired
- Action

### 4. Wire Activity

To see a list of wires that were included in the file select Review or click the File Name.

**Tip:** Navigating to Wire Activity has 2 paths. First, when navigating from the Wire File Activity by selecting Review or File Name, users will see only the wires associated with the selected file on the Wire Activity page. Second, selecting Wire Activity from the main navigation menu, users will see all wire activity which includes pending approvals, future dated, as well as wire history.

# Wire File Upload

## Wire Activity - File Hyperlink

The screenshot shows the 'Wire Activity' page in the YourFi system. At the top, there's a navigation bar with 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', and 'ADMIN'. Below this, the 'Wire Activity' section is active, showing a search bar and a list of wire transactions. A specific wire file is highlighted with a red circle and the number '1', with a hyperlink 'Wire File 1 Delimited version.txt' next to it. The table below contains the following data:

Transaction ID	Wire Company	Wire Type	Debit Account	Beneficiary Name	Currency	Wire Amount	Effective Date	Created Date	OMAD	Status	Actions
<a href="#">W000000345911</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	126.37	02/27/2023	02/20/2023		Transmitted	
<a href="#">W000000345912</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	62.36	02/27/2023	02/20/2023		Transmitted	
<a href="#">W000000345913</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	234.65	02/27/2023	02/20/2023		Transmitted	
<a href="#">W000000345914</a>	Wright Management Company	Domestic	88811214	Joe Customer	USD	92.35	02/27/2023	02/20/2023		Transmitted	
<a href="#">W000000345915</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	134.65	02/20/2023	02/20/2023		Posted	
<a href="#">W000000345916</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	226.37	02/20/2023	02/20/2023		Posted	
<a href="#">W000000345917</a>	Wright Management Company	Domestic	88811214	Bank Builder	USD	92.36	02/20/2023	02/20/2023		Posted	
<a href="#">W000000345918</a>	Wright Management Company	Domestic	88811214	Joe Customer	USD	52.35	02/20/2023	02/20/2023		Posted	

At the bottom of the table, it says 'Viewing 1 - 8 of 8 wires' and a dropdown menu is set to '25'. Below the table are 'Approve' and 'Reject' buttons.

### 1. File Name

Users can navigate to the Wire Activity page for a specific wire file by using the REVIEW action on the Wire File Activity page. When this action is selected, the user will be taken to the Wire Activity page with just the wire transactions for that specific file presented. The file name displayed on the Wire Activity page is a quick link, allowing quick navigation back to the Wire File Activity page, with details specific to the wire file.

# Wire File Upload

## Wire Activity

The screenshot shows the 'Wire Activity' page in the YourFi system. The page includes a search sidebar on the left, a main table of wire transactions, and a bottom action bar. The table lists 9 wires from 'Wright Management Company' with columns for Transaction ID, Wire Company, Wire Type, Debit Account, Beneficiary Name, Currency, Wire Amount, Effective Date, Created Date, OMAD, Status, and Actions. The 'Actions' column contains a 'Cancel Wire' link for each row. The bottom of the page features 'Approve' and 'Reject' buttons, along with a 'Reset' button and a search input.

Transaction ID	Wire Company	Wire Type	Debit Account	Beneficiary Name	Currency	Wire Amount	Effective Date	Created Date	OMAD	Status	Actions
W000000345911	Wright Management Company	Domestic	xxx1316	Bank of America	USD	126.37	02/27/2023	02/20/2023		Scheduled	Cancel Wire
W000000345912	Wright Management Company	Domestic	xxx1316	Bank of America	USD	62.36	02/27/2023	02/20/2023		Scheduled	Cancel Wire
W000000345913	Wright Management Company	Domestic	xxx1316	Bank of America	USD	234.65	02/27/2023	02/20/2023		Scheduled	Cancel Wire
W000000345914	Wright Management Company	Domestic	xxx1316	Bank of America	USD	92.35	02/27/2023	02/20/2023		Scheduled	Cancel Wire
W000000343081	Wright Management Company	Domestic	xxx1316	Bank of America	USD	250.00	02/22/2023 Weekly	02/15/2023		Scheduled	Cancel Wire
W000000345915	Wright Management Company	Domestic	xxx1316	Bank of America	USD	134.65	02/20/2023	02/20/2023		Posted	
W000000345916	Wright Management Company	Domestic	xxx1316	Bank of America	USD	226.37	02/20/2023	02/20/2023		Posted	
W000000345917	Wright Management Company	Domestic	xxx1316	Bank of America	USD	92.36	02/20/2023	02/20/2023		Posted	
W000000345918	Wright Management Company	Domestic	xxx1316	Bank of America	USD	52.35	02/20/2023	02/20/2023		Posted	

The Wire Activity page will list the wires that were included in the file selected.

### 1. Quick Navigation

Quickly navigate between page views. Will allow users to go quickly between Wire File Activity, Recurring Wires, and Wire Activity page views.

### 2. Wire Detail

To view the detail for a wire select the Transaction ID.

**Note:** The Wire Detail page will include the File Name for the uploaded wire.

### 3. Action Menu

If a payment is Pending Approval, selecting Approve or Reject from the Actions menu drop-down will update the status for that wire.

### 4. Action Buttons

Users can select one, multiple, or all wires to approve or reject.

# Wire File Upload

## Wire Activity - Wire Details

The screenshot shows the 'Wire Detail' page for transaction ID W000000345916. The page is divided into two main sections: 'Payment Information' and 'Beneficiary Information'. The 'Payment Information' section includes fields for File Name, Transaction ID, OMAD, Status, Wire Company Name, Debit Account, Effective Date, Wire Amount, Frequency, Purpose, Additional Information, Reference Beneficiary, and Audit. The 'Beneficiary Information' section includes fields for Account Number, Name, Address, Notes, Routing Number, Bank Name, and Bank Address. The File Name field is highlighted with a red circle and a '1' next to it, indicating it is the selected file.

Payment Information	
File Name:	<a href="#">Wire File 1 Delimited version.txt</a> 1
Transaction ID:	W000000345916
OMAD:	
Status:	Posted
Wire Company Name:	The Wright Management Company
Debit Account:	8691316
Effective Date:	02/20/2023
Wire Amount:	226.37 USD
Frequency:	One Time
Purpose:	Purpose Field
Additional Information:	Additional Information
Reference Beneficiary:	Reference Bene
Audit:	2/20/2023 10:28:46 AM : Scheduler : Transmitted 2/20/2023 10:28:43 AM : kmoore1 : New

Beneficiary Information	
Account Number:	
Name:	
Address:	201 Main Road Phoenix, TX 65650,
Notes:	Notes 1
Routing Number:	011102353
Bank Name:	PEOPLESBANK
Bank Address:	HOLYOKE, MA , UNITED STATES

The Wire Detail view displays specific details about a single wire transaction

### 1 File Name

To view the details of the wire file, select the file name. The user will be taken to the Wire File Activity page with the details specific to the file containing this transaction.

# Wire File Upload

## Wire Upload Formats

Message Center 374 Notifications 🕒 Cut-Off Times 🕒 Last Login: MM/DD/YYYY, HH:MM, CST 👤 Hi, <loginID>

DASHBOARD ACCOUNTS **PAYMENTS** REPORTING ADMIN

**Wire Upload Formats** 1  🖨️ Print

Upload Formats	Type	Created Date	Created By	Actions
<a href="#">Delimited 1</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">XYZ Format</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">123 Format</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span> <span>2</span>
<a href="#">Fixed Format 1</a> <span>3</span>	Fixed Position	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test 1 Format</a>	Fixed Position	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 2</a>	Fixed Position	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 3</a>	Fixed Position	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 4</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 5</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 6</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>
<a href="#">Test Format 7</a>	Delimited	05/21/2020	Admin 57	<span>🗑️</span>

100 records Viewing 1-25 25 First Previous 1 2 Next Last

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New page will display a list of saved file formats

### 1 Create New Format

Navigates to the mapping tool where the user can create a new wire upload format.

### 2 Delete Format

Deletes the selected format.

### 3 View Format

Navigates to the mapping for the selected wire upload format where a user can view and edit the current format.

# Wire File Upload

## Wire Upload Formatting Tool

**Wire Upload Template Formatting Tool**

Upload Format: **Delimited** | **Fixed Position** 1

Format Name: Fixed Format 1

Text qualifier is identified by a single quotes ( ' ) and field delimiter is identified by a comma ( , ).

**Fixed Position**

Exclude Header Rows: 0 | Exclude Footer Rows: 0

Item Amount:  Decimal Included |  Whole Dollar (798 = 798.00) |  Implied Decimal (798 = 7.98)

Effective Date Format: mm/dd/yyyy

**Field Positioning**

Drag and drop the fields to reposition. The character limit may be adjusted on the right side of each item.

<b>Wire Company</b> PAYMENT INFORMATION	1 - 20	20	<b>Debit Account</b> PAYMENT INFORMATION	21 - 25	5	<b>Beneficiary</b> PAYMENT INFORMATION	26 - 45	20	<b>Effective Date</b> PAYMENT INFORMATION	46 - 53	8
<b>Wire Amount</b> PAYMENT INFORMATION	54 - 63	10	<b>Purpose</b> PAYMENT INFORMATION	64 - 83	20	<b>Bank ID</b> BENEFICIARY INFORMATION	84 - 92	9	<b>Bank Name</b> BENEFICIARY INFORMATION	93 - 112	20
<b>Bank State</b> BENEFICIARY INFORMATION	113 - 114	2	<b>Account Number</b> BENEFICIARY INFORMATION	115 - 126	12	<b>Notes</b> BENEFICIARY INFORMATION	127 - 146	20	<b>Name</b> BENEFICIARY INFORMATION	147 - 166	20
<b>City</b> BENEFICIARY INFORMATION	167 - 181	15	<b>State</b> BENEFICIARY INFORMATION	182 - 183	2	<b>ZIP Code</b> BENEFICIARY INFORMATION	184 - 188	5			

Drag and drop optional items to the space above to activate

<b>Additional Info (optional)</b> PAYMENT INFORMATION	20	<b>Reference Beneficiary (optional)</b> PAYMENT INFORMATION	15	<b>Address Line 1 (optional)</b> BENEFICIARY INFORMATION	20	<b>Address Line 2 (optional)</b> BENEFICIARY INFORMATION	20
<b>Bank ID (optional)</b> DOMESTIC INTERMEDIARY	15	<b>Bank Name (optional)</b> DOMESTIC INTERMEDIARY	20	<b>Bank City (optional)</b> DOMESTIC INTERMEDIARY	15	<b>Bank State (optional)</b> DOMESTIC INTERMEDIARY	2
<b>Filler Tile (optional)</b>	0						

2 3 4 5

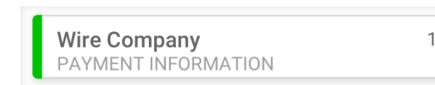
Save Cancel

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**Fixed Position** When creating a Fixed Position file format, the tiles will display the position in the file and, the length of the field. Users can adjust the length by using the arrows.



**Delimited** When creating a Delimited file format, the position in the file is shown as the tile number and, will update as the tiles are moved.



### 1 Select Format

User is able to build either a Fixed Position or Delimited file map. They select the Upload format as the first step.

### 2 Glossary

Defines each field and provide users with any character or size limitations for a field.

### 3 Legend

Tiles are color coded to help users quickly identify each field.

### 4 Mapping Section

Tiles displayed in the mapping section are required and cannot be moved to the optional sectional below. Users can set the file order by dragging the tiles.

### 5 Optional Tiles

In addition to the optional fields, the Filler Tile can be used a placeholder to account for items in the file that will not be included in the payment details.