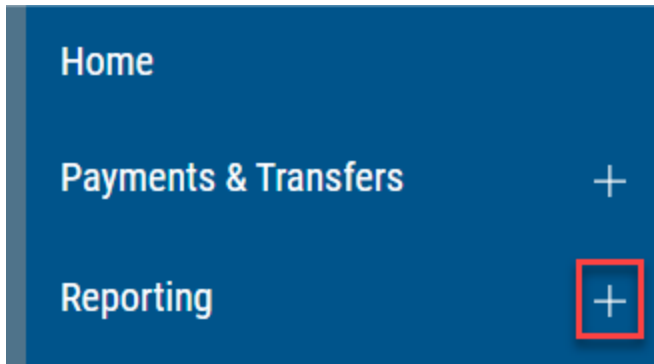


## Business Online Banking Incoming Wire Detail Reference Guide

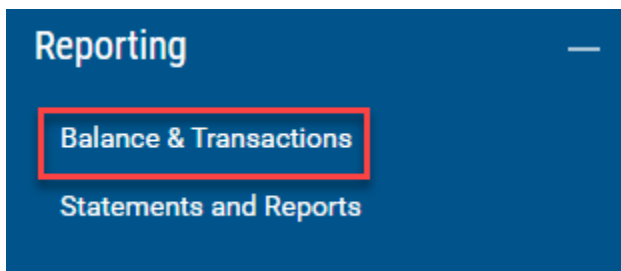
1. Click on the slide-out menu on the left side of the screen.




2. Click the '+' (plus sign) next to Reporting to expand the reporting menu.



3. Under reporting, click "**Balance & Transactions**".



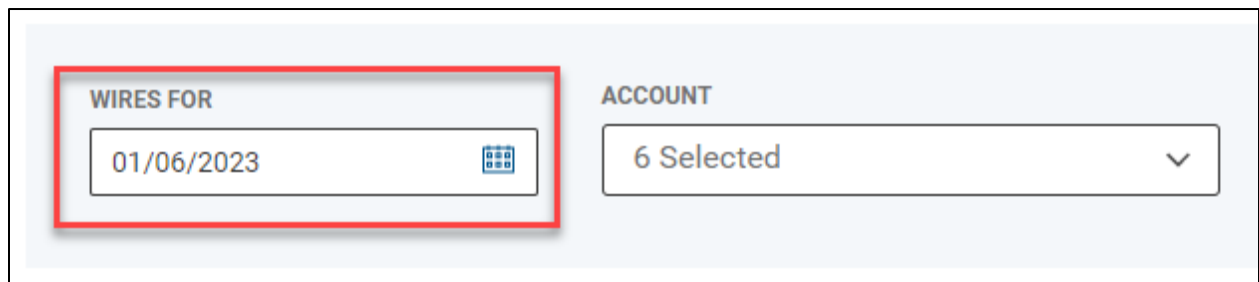
- Click the **"Wire Detail"** tab on the Balance and Transaction Reporting page.



Balance & Transaction Reporting

ALL ACCOUNTS CUSTOM REPORTING ACCOUNT ACTIVITY **WIRE DETAIL**

- Select the date in the **"Wires For"** field.



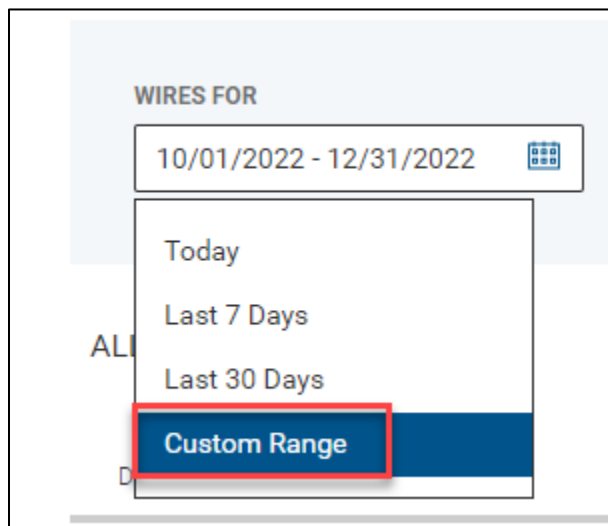
WIRES FOR

01/06/2023

ACCOUNT

6 Selected

**Note:** A date range can also be selected by choosing **"Custom Range"** in the drop down.



WIRES FOR

10/01/2022 - 12/31/2022

Today

Last 7 Days


Last 30 Days

**Custom Range**


- Use the **“Account”** field to view wire detail for applicable account(s)

**Note:** Multiple accounts can be selected at one time.

**WIRES FOR**  



**ACCOUNT**  



- The Incoming Wire Detail will be displayed.

Balance & Transaction Reporting

ALL ACCOUNTS

CUSTOM REPORTING

ACCOUNT ACTIVITY

WIRE DETAIL

WIRES FOR

01/17/2023 - 02/16/2023

ACCOUNT




6 Selected

ALL ACCOUNTS

DATE AND TIME	DESCRIPTION	ACCOUNT	AMOUNT	BANK REFERENCE	CUST REFERENCE
02/08/2023 04:31 PM	Incoming Wire	Commercial C...	10,343.50	1121738307007633	20230209000003
02/08/2023 04:31 PM	Incoming Wire	Commercial C...	271.50		202302090000088
02/08/2023 03:45 PM	Incoming Wire	Commercial C...	10,343.50	1121738307007633	20230209000003

**Note:** Wire Detail List view can be printed or exported by clicking on the respective icons. Columns display and filters can be applied as well.

8. Click on the “**View Detail**” link to display a detailed report.

• ALL ACCOUNTS ▾		Changed	Save As	As of 02/01/2023 07:11 AM		🔍	📄	🖨️	⬇️
ACCOUNT	AMOUNT	BANK REFERENCE	CUST REFERENCE	WIRE DETAIL					
Test Wire Deta...	50.00	20171013000854	20221006000069						
				<a href="#">View Detail</a>					
Test Wire Deta...	10,000.00	20171128000045	20221006000077						
				<a href="#">View Detail</a>					
Test Wire Deta...	5,000.00		20221006002241						
				<a href="#">View Detail</a>					

9. The Wire Detail report is displayed.

Wire Detail

🖨️

DATE

10/06/2022

ACCOUNT

Test Wire Detail 2 - 12345

AMOUNT

50.00

CUST REFERENCE


20221006000069

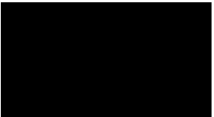
BANK REFERENCE

20171013000854

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FROM:





VIA: FEDWIRE TRANSFER

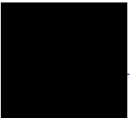
SENDERS REF#: 20171013000854

FED REF#: 20171013MMQFMCLR00000110131526FT01

OUR REF#: 20221006000069

TIME: 08:26

BBK: 211371120



OBI:

**Note:** The Fed reference number for the incoming wire can be found under the FROM field. Report can be printed by clicking on the printer icon.