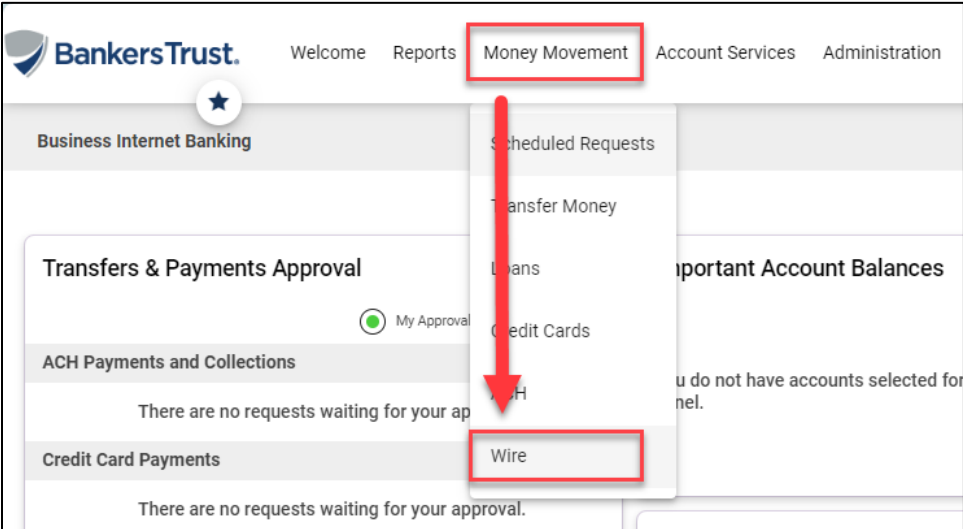


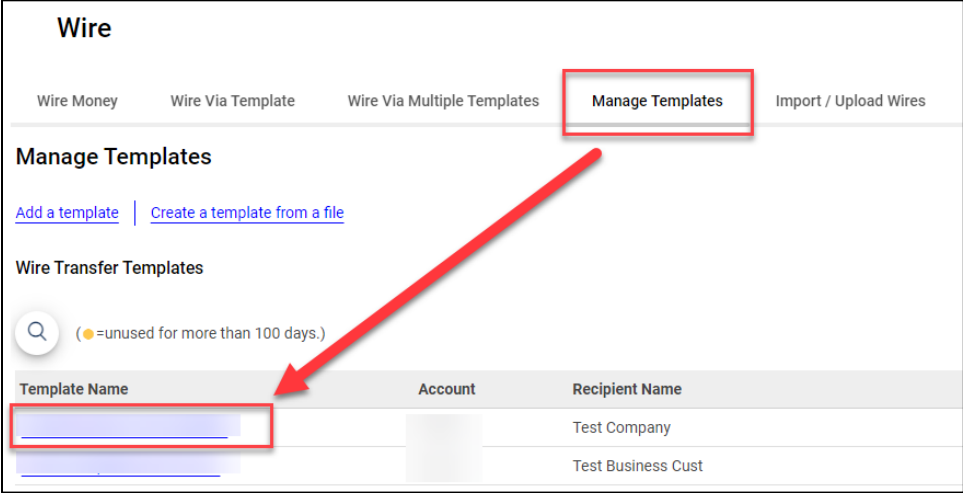
# Instructions for Editing Wire Templates in Business Internet Banking (BIB)

NOTE: Business Internet Banking (BIB) images will not reflect the pending ISO 20022 terminology updates.

- 1. After logging in to BIB, click on **Money Movement > Wire**.



- 2. Click on the **Manage Templates** tab, then on the blue link for the template under **Template Name**.






- On the **Template Details** page, click on the edit template button next to the Debit Information heading.

**Wire**

Wire Money    Wire Via Template    Wire Via Multiple Templates    Manage Templates    Import / Upload Wires

**Template Details**

[Enter a wire using this template](#) | [Enter multiple wires at the same time](#) | [Add another template](#)

**Debit Information**   

Template Name: Funds Template Test for PCG  
 Wire Type: Domestic wire  
 Account: BT Test Account - Checking - \*1815  
 Currency: USD

- Under the **Recipient Information** section, review the **Recipient Address** fields and update accordingly. A valid Town Name and Country Name are required at minimum.

**Recipient Information**

If Bank ID type is selected, then the recipient Bank ID must be for a Bank authorized for the receipt of electronic wires. When you search be filled in automatically.



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Recipient Account (If appropriate enter the IBAN)



Recipient Name  
Test Business Cust

Recipient Address 1  
453 7th St

Recipient Address 2  
Des Moines, IA 50309

Recipient Address 3 (optional)  
United States  

- Click **Save Changes** at the bottom of the page when finished.  
 NOTE: If your company requires two or more approvals to set up wire templates, the template update will move to the Approvals queue. Once all required approvals are received, the updates to the template will be visible to all users.

Business Internet Banking  

**Approvals Required for Setup**

Service Name ↑	Approvals Required
Wire Domestic Template Based	1
Wire FX Intl Template Based	2
Wire USD Intl Template Based	2

- Repeat review steps for all wire templates.