To View and Print an existing WIRE TEMPLATE:

Log into your Online Banking.

Navigate to CASH MANAGER.

Click on WIRES.

Click on EDIT/ADD.

	Midw Bank	vest Centro		General Information	Log Out
☆ Cash Manager D	B Dashboard	X Options			
ACH Wires	Fraud Prote	ection Users	leporting File Status		
Transmit Edit/	Add Tra	nsmit Templates	ivity		Midwest BankCentre

The saved wire templates will be listed at the bottom of the page.

Select **<u>EDIT</u>** to the right underlined.

Edit/Add	Wires List 🛛 📀							ltems per page: <u>10</u>	<u>20</u> 50 <u>100</u>
Display	wires for: DDAcc	•	Create a new wire from:	Select opti	on	•			
s	ingle/Repetitive Wires	Recurring/Future	-Dated Wires						
	Wire Name	Sequence	Status	Amount	Rep Code	Account Number	Receiving FI		
	test	1	Ready	\$0.00	0207250002		MIDWEST BK CENTER	Edit	Delete
	template test	2	Ready	\$0.50	0207250003		MIDWEST BK CENTER	Edit	Delete
	ttest	3	Ready	\$0.00	0207250004		MIDWEST BK CENTER	Edit	Delete
					1			Dele	ete Selected
								183) E	

KEYBOARD SHORTCUTS

Windows: Press Ctrl + P

MAC: Press Command (光) + P

A print preview window will open.

Print ? Total: 1 sheet of paper	Midwest
Printer	RISING TOGETHER* Clik here for International wire report screen
Microsoft Print to PDF	General Wire Information Wire Name test
Copies	Credit Account Information
1	Credit Account Name MBC TEST
Layout	Credit Account Address 2191 Lemay Ferry Nd
O Portrait	Receiving Bank Information
C Landscape	Receiving Bank Alah Number 081000006 Receiving Bank Name MIQWIST BK CINTER
Pages	necessing come nocessis. Zran Lamay very ka
O All	Wire Information
O e.g. 1-5, 8, 11-13	Remarks
Color	
Black and white 🗸	
More settings 🗸	This is set up as a repetitive wire
Print Cancel	Amount \$ \$50.00

Choose your printer and settings. Click **PRINT**.