

Wire Payments Using Templates



Click an account tile to view details and transaction history.

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Home

ACCOUNTS

BUSINESS GROWTH CKG **3001	Available Balance Current Balance	\$95.00 \$95.00
BUSINESS LINE OF CREDIT 600001	Current Balance Available Balance	\$0.00 \$25,000.00
BUSINESS SAVINGS **3002	Available Balance Current Balance	\$521.00 \$521.00

ASSET SUMMARY

\$616
Total Assets

BUSINESS SAVINGS ****3002	84.58%
Available Balance	\$521.00
Current Balance	\$521.00
View Transactions	

< Previous Next >

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To create a new Wire Template, click on **Payments** under the **Cash Management** menu.

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Payments

[New Payment](#)

Templates

4 Results Filters: **All** ACH Payment Domestic Wire

	Name ▲	Type ▲	Recipients ▲	Last Paid Date ▲	Last Paid Amount ▲	Actions
☆	Central Perk ACH	ACH Payment (PPD)	1			⋮
☆	Central Perk Wire	Domestic Wire	1			⋮
☆	Joey-SAG Royalties	ACH Payment (PPD)	1			⋮
☆	OM Test ACH Template	ACH Payment (PPD)	1			⋮

Payment Templates allow you to save the transaction and re-use it.

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Payments

New Payment Search templates

Templates

4 Results Filters: **All** ACH Payment Domestic Wire

	Name ^	Type ^	Recipients ^	Last Paid Date ^	Last Paid Amount ^	Actions
☆	Central Perk ACH	ACH Payment (PPD)	1			⋮
☆	Central Perk Wire	Domestic Wire	1			
☆	Joey-SAG Royalties	ACH Payment (PPD)	1			
☆	OM Test ACH Template	ACH Payment (PPD)	1			⋮

You can filter different template types by clicking on the transaction type listed.

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Payments

New Payment

Search templates

Templates

4 Results Filters: All ACH Payment Domestic Wire

[+ Create Template](#)

ACH	Wire
ACH Payment	Domestic Wire

Recipients Last Paid Date Last Paid Amount Actions

	Name	Type		
☆	Central Perk ACH	ACH Payment (PPD)	1	⋮
☆	Central Perk Wire	Domestic Wire	1	
☆	Joey-SAG Royalties	ACH Payment (PPD)	1	
☆	OM Test ACH Template	ACH Payment (PPD)	1	

To create a new template, click **+Create Template** and select **Domestic Wire**

For ACH Payment Templates, please see the ACH Payment Templates user guide.

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Domestic Wire [Change Type](#)

Template Properties
Template Name:
Template Access Rights: 7 of 7 users selected

Origination Details
From Subsidiary:
Account:

Recipient/Account	Amount
<input type="text" value="Search by name or account."/>	\$ 0.00

Message to Beneficiary

OPTIONAL WIRE INFORMATION

Give your Template a name and select which user roles may access this template.

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- 📅 Services
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Domestic Wire Change Type

Template Properties

Template Name

Template Access Rights

7 of 7 users selected

Origination Details

From Subsidiary

Account

\$95.00

Recipient/Account	Amount
<input type="text" value="Search by name or account."/>	<div style="display: flex; align-items: center;"> \$ <input style="width: 100px;" type="text" value="0.00"/> </div>

Message to Beneficiary ⓘ

OPTIONAL WIRE INFORMATION

Complete the Origination Details.
 The **Subsidiary** should only give you one option and default to that option. Select the **Account** you want to fund the wire.

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Domestic Wire Change Type

Template Properties

Template Name

Ross Geller Research

Template Access Rights

7 of 7 users selected

Origination Details

From Subsidiary

BURTS BEES
*****1258

Account

BUSINESS GROWTH CKG
****3001 \$95.00

Recipient/Account

+ New Recipient

Calvin Klein Inc

Calvin Klein Inc
Checking 54654324

Central Perk

Central Perk
Checking 521365476541

Ross Geller

Ross Geller
Checking 321549321

Matched 3 recipient account(s).

Amount

\$ 0.00

Next, you will need to select a recipient from your Recipient Address Book by clicking in the “**Search by name or account**” field and select the recipient from the list in the dropdown menu.

If you need to add a recipient who hasn’t been already been added to the recipient address book, you can click **+ New Recipient** in the “Search by name of account” menu. For information on adding recipients, please see Domestic Wire Recipients user guide.

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Domestic Wire Change Type

Template Properties

Template Name

Ross Geller Research

Template Access Rights

7 of 7 users selected

Origination Details

From Subsidiary

BURTS BEES
****1258

Account

BUSINESS GROWTH CKG
****3001 \$95.00

Recipient/Account

Ross Geller
Checking 321549321

Amount

\$ 75.00

Message to Beneficiary ⓘ

OPTIONAL WIRE INFORMATION

Cancel

Save

Enter a dollar **Amount** for the template. This amount will default every time you use the template. If the dollar amount you send this recipient will change each time, it is recommended to leave it as \$0.00 and you can enter the actual dollar amount when using the template to send a payment.

Click **Save** when finished.

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](#)

Template Properties

Template Name

Ross Geller Research

Template Access Rights

1 of 1 users selected

Origination Details

From Subsidiary

Test Cash Management II
Test Cash Management II

Account

COMMERCIAL CHECKING
****2630 \$15.42

Recipient/Account

Ross Geller
Checking 132412345

Amount

\$ 0.00

OPTIONAL WIRE INFORMATION

Message to Beneficiary ⓘ

FI-to-FI Information ⓘ

Description ⓘ

Cancel

Save

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Domestic Wire [Change Type](#)

Template Properties

Template Name

Ross Geller Research

Template Access Rights

1 of 1 users selected

Origination Details

From Subsidiary

Test Cash Management II
Test Cash Management II

Account

COMMERCIAL CHECKING
****2630 \$15.42

Recipient/Account

Ross Geller
Checking 132412345

Amount

\$ 0.00

OPTIONAL WIRE INFORMATION

Click **Save** when you are finished.

Cancel

Save

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Payments

New Payment

Templates

5 Results Filters: All ACH Payment Domestic Wire

	Name	Type	Recipients	Last Pa
☆	Central Perk ACH	ACH Payment (PPD)	1	
☆	Central Perk Wire	Domestic Wire	1	
☆	Joey-SAG Royalties	ACH Payment (PPD)	1	
☆	OM Test ACH Template	ACH Payment (PPD)	1	
☆	Ross Geller Research	Domestic Wire	1	

The template is now available for you to use in the Payments screen. Use the **Actions Kabob menu** to **Pay** using the template, or edit, copy, and delete the template.

Click to view template Ross Geller Research actions

- Pay
- Edit
- Copy
- Delete

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Transaction Warnings

- Another user must approve this transaction.

Ross Geller Research (Domestic Wire) Edit Template

Origination Details

From Subsidiary	Account	
BURTS BEES ****1258	BUSINESS GROWTH CKG ****3001	\$95.00

Process Date	Recurrence
<input type="text" value="07/18/2023"/>	Set schedule

Enter the process date for the transaction. You can also set a recurring transaction schedule if desired.

Recipient/Account	Amount
Ross Geller Checking 321549321	\$ 75.00
Message to Beneficiary	
<input type="text" value="Archaeological Dig Research Grant"/>	
OPTIONAL WIRE INFORMATION	

Cancel Draft Approve

- Home
- Message Center
- Transactions
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- Payments

Transaction Warnings

- Another user must approve this transaction.

Ross Geller Research (Domestic Wire)

[Edit Template](#)

Origination Details

From Subsidiary	Account	
Test Cash Management II	COMMERCIAL CHECKING	
Test Cash Management II	****2630	\$15.42
Process Date	Recurrence	
<input type="text" value="07/20/2023"/>	Set schedule	

Recipient/Account	Amount
<input type="text" value="Ross Geller Checking 132412345"/>	<input type="text" value="\$ 10.00"/>

OPTIONAL WIRE INFORMATION

Message to Beneficiary ⓘ

FI-to-FI Information ⓘ

Description ⓘ

Enter a dollar amount for the payee.

Clicking on Optional Wire Information will allow you to enter or edit Message to Beneficiary, FI-to-FI, or Description information.

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Transaction Warnings
 • Another user must approve this transaction.

Ross Geller Research (Domestic Wire)

[Edit Template](#)

Origination Details

From Subsidiary	Account	
Test Cash Management II	COMMERCIAL CHECKING	
Test Cash Management II	****2630	\$15.42

Process Date	Recurrence
07/20/2023	Set schedule

Recipient/Account	Amount
Ross Geller Checking 132412345	\$ 10.00

OPTIONAL WIRE INFORMATION

Message to Beneficiary

Archaeological Dig Research Grant

FI-to-FI Information

Description

Ross Geller Research

When you are ready to submit the wire, click the **Draft** button. JFG requires wires submitted online to be approved via Dual Control so another user will need to Approve the wire.

Cancel **Draft** Approve

Transaction requires 1 approval(s).

Transaction ID: 21873

Total Amount: \$75.00

Close View in Online Activity Center

Recipient/Account	Amount
Ross Geller Checking 321549321	\$ 75.00

Message to Beneficiary ☺

Archaeological Dig Research Grant

OPTIONAL WIRE INFORMATION

Cancel Draft Approve

You will receive a notice that the transaction is drafted and requires an approval.

Click **Close**, or **View in Online Activity** to see the wire details.

All activity performed via Online Banking will be displayed here. Use 'Show Filters' for additional search and navigation options.

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Online Activity Center

Single Transactions Recurring Transactions Deposited Checks

Search transactions



Created date	Status	Transaction Type	Account	Amount	
7/18/2023	Drafted	Domestic Wire - Tracking ID: 21873	BUSINESS GROWTH CKG ****3001	\$75.00	<input type="checkbox"/> ⋮
7/17/2023	Drafted	ACH Payment - Tracking ID: 21872	BUSINESS GROWTH CKG ****3001	\$90.00	<input type="checkbox"/> ⋮
7/17/2023	Drafted	Domestic Wire - Tracking ID: 21871	BUSINESS GROWTH CKG **		
7/17/2023	Cancelled	ACH Payment - Tracking ID: 21870	BUSINESS GROWTH CKG **		
7/15/2023	Authorized	ACH Payment - Tracking ID: 21865	BUSINESS GROWTH CKG **		
7/3/2023	Drafted	ACH Payment - Tracking ID: 21827	BUSINESS GROWTH CKG **		
6/16/2023	Authorized	ACH Payment - Tracking ID: 21755	BUSINESS GROWTH CKG **		
6/16/2023	Cancelled	ACH Payment - Tracking ID: 21754	BUSINESS GROWTH CKG **		
6/16/2023	Authorized	ACH Payment - Tracking ID: 21753	BUSINESS GROWTH CKG **		
6/16/2023	Drafted	ACH Payment - Tracking ID: 21751	BUSINESS GROWTH CKG **		

Activity Center (found in the Transactions menu) tracks all transactions that happen online.

If you drafted the transaction, another user can **Approve** the transaction from here, amongst other actions using the **kabob menu**.

Depending on your entitlements, you may be able to approve or cancel transactions that other users have drafted.

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/cash-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 myjfgbusiness@johnsonfinancialgroup.com.

[JohnsonFinancialGroup.com](https://www.johnsonfinancialgroup.com)

