Payment from File – Domestic Wire File Specifications

The Payment from File feature allows you to upload a .csv file to create Domestic Wire transactions. Please note domestic and international wires cannot be included in the same file.

While there are a number of optional fields that can be supported, the system only supports the native fields found in Online Banking required to submit a domestic wire payment. There is a sample file that can be downloaded for entry and re-upload. Please do not change the column header or order as the system is looking for this information as part of its validation. Once uploaded, the system will validate the contents checking for formatting and Online Banking entitlement issues. If issues are found, the system will notify you in 2 different ways:

1) Missing or improperly formatted entries: an error message will appear on the confirmation screen and a file containing the error information will populate the screen for download. You can open this file and read the error message detailing where the missing or improperly formatted entries. You can then correct the file and re-upload.

2) Entries which are not supported by your Online Banking entitlements: If there are no missing entries or improperly formatted entries, the system will allow you to upload the file and take you to the multi-wire screen where your file contents will be displayed. If there are amounts, accounts, etc. in the file that are not supported by your Online Banking entitlements, the system will display error messages detailing where the file contents are not supported by your entitlements. You will then have the option of changing the entries on the page.

Please see the User Guide for steps to upload a Payment file.