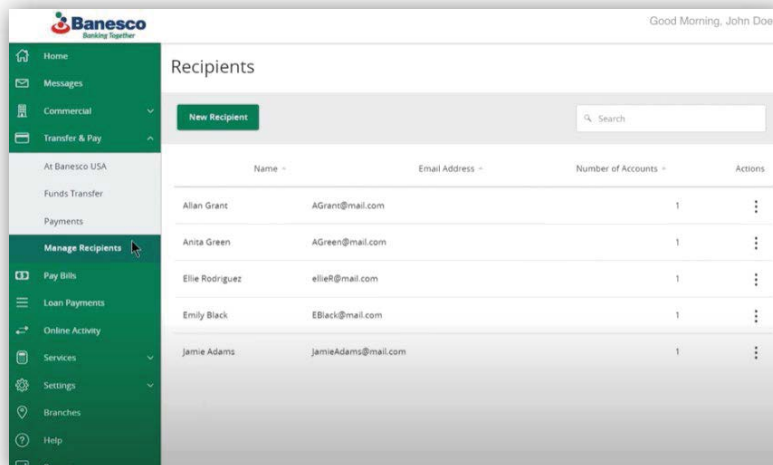


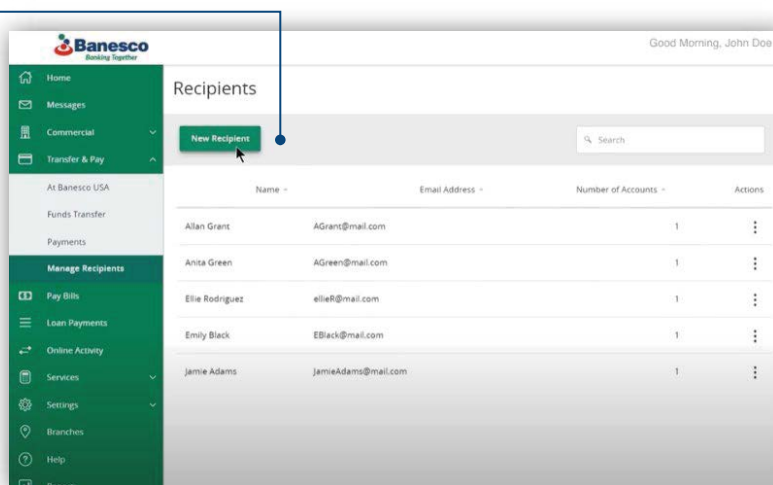
Recipient Management.

1. From the menu click "Transfer and Pay" and then "Manage Recipients."

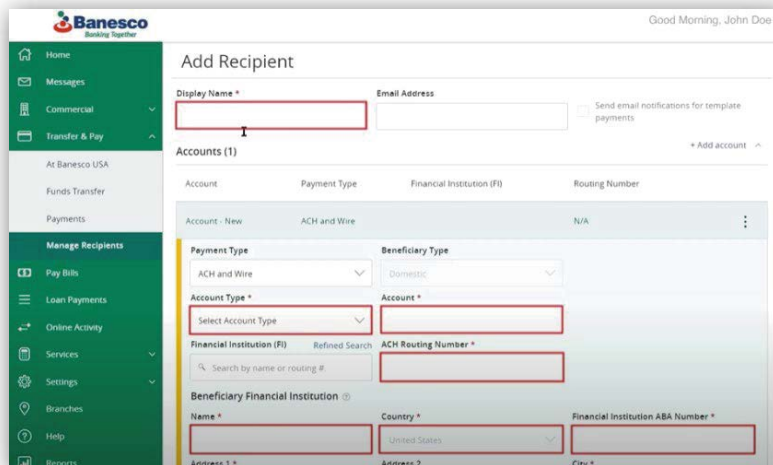
2. Please note that a recipient is an individual or company which may be either debited or credited via ACH or wire.



3. To add a recipient, click the new recipient button.



4. Please note that all fields designated with a red asterisk are required.



Add Recipient

Display Name * Email Address ☐ Send email notifications for template payments

Accounts (1) [+ Add account](#)

Account	Payment Type	Financial Institution (FI)	Routing Number
Account - New	ACH and Wire	N/A	⋮

Payment Type **Beneficiary Type**

Account Type * **Account ***

Financial Institution (FI) **ACH Routing Number ***

Beneficiary Financial Institution

Name * **Country *** **Financial Institution ABA Number ***

Address 1 * **Address 2** **City ***

5. Enter the display name, this is the value used when searching for the recipient while linking to a commercial payment or template.

6. Enter the recipient's email address, this is required if the send email notifications option, is going to be selected.

The send email notifications option generates an email to the recipient, at the time the ACH or wire transaction is processed by Banesco USA.

The email message does not contain confidential information.

7. Enter the account information.

8. From the payment type drop down menu, choose the eligible transaction type or types for the account.

The ACH only option will display only fields corresponding with ACH.

9. Enter the recipient's account type, account number and ACH routing number.

10. Click the check mark button when done.

11. The wire only option will display only Fields corresponding with wires.

12. Choose the beneficiary type domestic or International from the drop-down menu.

13. For domestic beneficiary type, enter the recipient's account number, beneficiary financial institution information, and intermediary financial institution information necessary to complete the transaction.

The screenshot shows the Banesco Payments interface. The 'Payment Type' is set to 'Wire Only'. The 'Beneficiary Type' dropdown menu is open, showing 'Domestic' and 'International' options. The form includes fields for Account Number (598541236), Beneficiary Financial Institution (BANESCO USA), Intermediary Financial Institution (BANESCO USA), and various address and routing information. A dropdown menu for 'Beneficiary Type' is open, showing 'Domestic' and 'International' options.

The screenshot shows the Banesco Payments interface. The 'Payment Type' is set to 'Wire Only'. The 'Beneficiary Type' is set to 'Domestic'. The form includes fields for Account Number (598541236), Beneficiary Financial Institution (BANESCO USA), Intermediary Financial Institution (BANESCO USA), and various address and routing information. A 'Done' button is visible at the bottom right.

Please note that the transaction cannot be finalized until all fields marked with red asterisks are completed.

14. Your specific transaction may require additional information.

15. Click the check mark button when done.

The screenshot shows the Banesco Payments interface. The 'Payment Type' is set to 'Wire Only'. The 'Beneficiary Type' is set to 'International'. The form includes fields for Account Number (598541236), Beneficiary Financial Institution (BANESCO PA), Intermediary Financial Institution (BANESCO USA), and various address and routing information. A 'Done' button is visible at the bottom right.

16. For international beneficiary type, click International account type in the drop-down menu.

Depending on your selection, the field required may vary.

17. Enter the recipient's account number if requested beneficiary financial institution information and intermediary financial institution information necessary to complete the transaction.

18. Please note the transaction cannot be finalized until all fields denoted with red asterisks are filled out.

19. Your specific transaction may require additional information.

20. Click the check mark button when done.

21. The ACH and wire option will display fields corresponding with both ACH and wires.

Please note the ACH and wire option does not support International wires, please use the wire only option described earlier.

22. Enter the recipients "Account" type, "Account number" and "ACH routing number."

23. Enter the beneficiary financial institution information and intermediary financial institution information, necessary to complete the transaction.

Please note the transaction cannot be finalized until all Fields denoted with a red asterisk are filled out.

24. Click the check mark button when done.

25. Enter the recipient details as necessary to complete transaction.

26. Click "Add another account" to add an additional account or click the save recipient button to complete the setup.