

How to Put On a Wire

To put on a wire go to Payments & Transfer, Wire Transfer and New Wire Transfer

Payments & Transfers ▾**Reports** ▾**Services & Settings** ▾

ACH Payments
ACH Activity
New ACH Payment
NACHA File Import
Bill Pay
Pay Bills
Wire Transfers
Wire Activity
New Wire Transfer

Tax Payments
Tax Activity
New Tax Payment
Tax Payment History
Account Transfers
Single Transfer & Activity
Multiple Transfers
Advanced Transfer
Transfer History

Templates
ACH Templates
Transfer Templates
Wire Transfer Templates

Choose Add a New Recipient

New Wire TransferDaily Cutoffs: 3pm EDT

Who Are You Paying?

⊕ Add a New Recipient

or

Choose From Template
Start typing to filter list

Fill in the information. Name and address of the beneficiary.

Internal and Confidential to the U.S. Government

New Domestic Recipient

Recipient Information [Clear Form](#)

Name
DONALD DUCK

Address
124 BEACH LN
Must be physical address

City
HOUGHTON

State
MI

Zip
49931
Must be 5 or 9 digits

[Next](#) [Cancel](#)

Type in the account number and the routing number. Hit verify. If the routing number is correct, it will fill in the institution name and say verified. Save and continue.

New Domestic Recipient

Recipient Account [Clear Form](#)

Account Number and Routing Number are required; all other information is optional

Account Number
1234567

Routing Number
026009593 ✔ Verified

Recipient Institution

Institution Name is required; all other information is optional

Institution Name
Bank of America, National Association

[Save & Continue](#) [Back](#) [Cancel](#)


You will then type in the wire details. You will fill in the amount, the date and the account number you are sending the wire from. If everything looks correct hit Review and Submit.

Wire Details

\$

Amount

1.25



Send On

8/4/2025

Funding Account

Checking *00017

×

Available Balance: \$94.87

Wire Description (optional)

Add internal memo. Recipient will not see this.

Clear Form

Send From

Name

Kitty Duck

Tax ID

385221111

Country


UNITED STATES

Address

235 Quincy St
Hancock, MI 49930

Phone

9066962373



Next: Review & Submit

Cancel

Does everything look good?

Wire Details	Amount	\$1.25	Funding Account	Checking *00017
	Type	Domestic	Wire Description	-
	Submit On	08/04/2025		

To	Name	DONALD DUCK	Routing #	026009593
	Address	124 BEACH LN HOUGHTON, MI 49931 US	Institution Name	Bank of America, National Association
	Account #	1234567	Address	222 Broadway Ave New York, NY 10038 US

From	Name	Kitty Duck	Address	235 Quincy St Hancock, MI 49930
	Tax ID	385221111	Phone	9066962373
	Country	US		

☐

Save as Wire Template

Submit Wire Transfer

Go Back

Cancel

Once you have submitted the wire transfer it will take you to the approval. Select approve.



Your Wire Transfer Is Pending Approval

1 more approval is required by 08/04/2025 at 03:00 pm EDT.

Approve

Notify Approver(s)

To
DONALD DUCK

Funding Account
Checking *00017

Submit On
08/04/2025

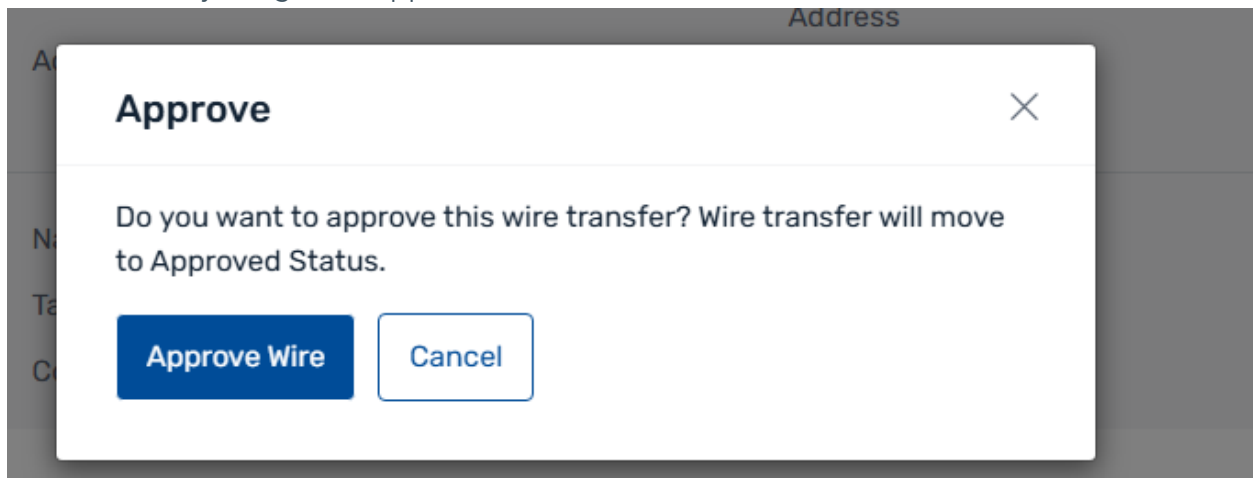
Type
Domestic

Amount
\$1.25

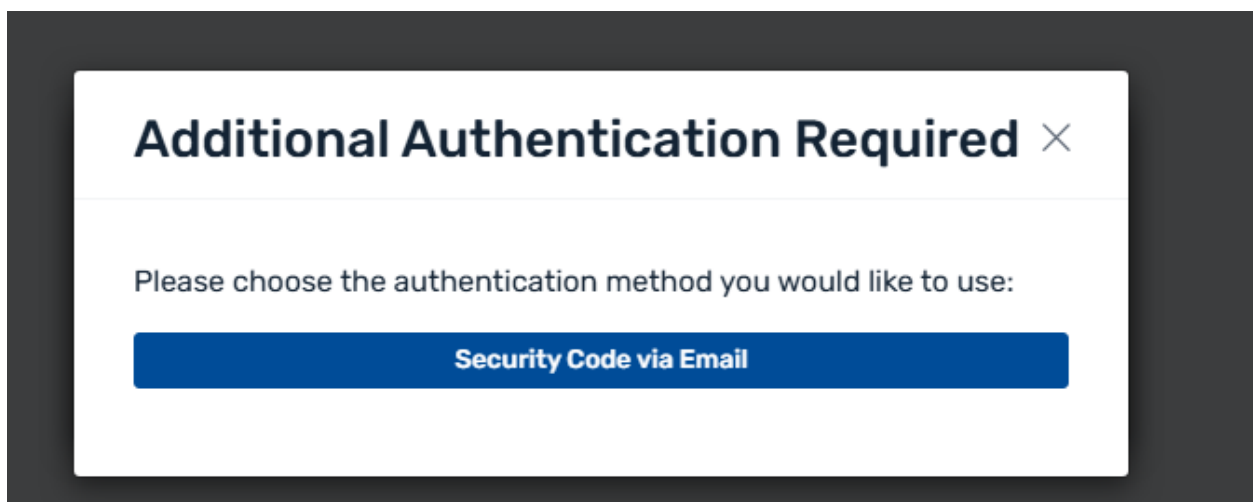
Tracking #
7715284

 Print

It will then ask you again to approve the wire.



Next you will choose your authentication



Additional Authentication Required ×

An email will be sent to the email address we have on file for you, **aXXXXXXXXXl@yahoo.com (Primary email)**. This email message will contain the Security Code that you are required to enter on the next screen.

Note: This Security Code applies only to this login session.

[Back](#)

[Send Security Code](#)

Additional Authentication Required ×

For your protection, as additional authentication, you are required to enter a Security Code to gain access to your online accounts and services.

A notification message was sent on **8/4/2025 10:25:31 am EDT** to your specified delivery methods (see below). This notification message contains the Security Code that you are required to enter.

The notification message was delivered to **aXXXXXXXXXl@yahoo.com (Primary email)**.

Please enter the Security Code provided in the message:

3 1 9 5 - 4 2 4 5

The Security Code is valid for 10 minutes.

[Click here](#) if you have not received the Security Code and would like to receive a new Security Code.

[Back](#)

[Continue](#)

It will then send you the security code. Type in the code you receive. Then hit continue.

It will then say wire transfer approved.

Wire Transfers

New... ▾

Activity

Templates

Q Search recipient name or tracking #

Daily Cutoffs: **3pm EDT** (domestic); **3pm EDT** (international)

Filter | Submit Date ▾ Funding Account ▾ Type ▾ Status ▾ Amount ▾

Only show items needing action

	Submit Date ▾	To ▾	Tracking # ▾	Funding Account ▾	Type ▾	Status ▴	Amount ▾	
>	<input type="checkbox"/> 08/04/2025	DONALD DUCK	7715284	Checking *00017	Dom	Approved Processing begins on 08/04/2025 <a>Show More ▾	\$1.25	⋮

It will also show approved under wire transfers activity.