

Quick Reference Guide

Truist Treasury Manager Creating an International Wire Payment

Truist Treasury Manager allows you to create and approve Domestic, International, U.S. Federal Tax, and Drawdown wire payments. Repetitive and free-form wire entry is supported. The ability to send international wires is available upon request as part of your implementation process. This document shows the steps to create an international wire payment.

Note: These instructions apply only to business deposit accounts.

To Create an International Wire Payment:

1. From the main menu, select **Payments**.
2. Click **International Wire**. The Create International Wire Payment page displays.



3. Select the **Debit Account**.
4. Choose an **Amount Type**.
 - Use **Debit** to specify the amount of the payment in U.S. dollars.
 - Use **Credit** to specify the amount of the payment in a foreign currency.
5. Enter the **Amount**. For this example, enter “1200.”
6. Enter either **Standard Rate** or **Contract Rate**, as necessary.

Note: If you use the Contract Rate option, enter the seven (7)-digit contract number.
7. Select the currency for the payment, for example **CAD Canadian Dollar**.
8. Click the **Get Rate** button. Treasury Manager calculates the exchange rate.
 - If you selected an Amount Type of **Debit**, \$1,200 in U.S. dollars will be debited from the specified account, and the wire payment will be created in the specified foreign currency (for example Canadian dollars) for the amount calculated using the exchange rate.
 - If you selected an Amount Type of **Credit**, the wire payment will be created for \$1,200 in the specified foreign currency (for example, Canadian dollars); and the amount in U.S. dollars debited from the specified account will be calculated using the exchange rate.

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9. Enter additional payment information such as **Sender's Reference**, **Details of Payment**, or **Ordering Customer**, if desired.
10. Select or create a **Recipient**.
11. Specify the **Value Date** and **Frequency**.

Create International Wire Payment

Use this page to create a new International Wire payment.

* Required

Payment Information

Acct Number - Acct Nickname
1234567891234 - ABC123 Company

Debit Account *

Amount Type Debit Credit

Amount * 1200

Credit Currency * Standard rate Contract rate

CAD Canadian Dollar

Indicative Rate 1 CAD = 0.811287 USD
Conversion 1,200.00 USD Debit = 1,479.13 CAD Credit

Foreign currency wires equal to or greater than \$50,000 USD equivalent require an FX contract and exchange rate obtained from the Truist Foreign Exchange desk. Exchange rates for wires less than \$50,000 USD equivalent are automatically calculated by clicking on the "Get Rate" button. The corresponding foreign currency amount will be credited on the respective value date for that foreign currency. If you prefer to obtain a contract rate or have questions about rates, please contact the Truist Foreign Exchange desk at 800.219.7849.

Sender's Reference A1B2C3

Details of Payment

Ordering Customer

Routing Information

Recipient *
Bill Jones
Account Number 12345678910
123 Beach Court
Atlanta, GA 12345

Bank ABA (Wire) 261072770

Additional Routing Instructions Add intermediary bank
 Add receiving bank

Payment Schedule

Value Date * 11/15/2021

Frequency One-Time Only
 Recurring

Options

Sender to Receiver Information Add information

Workflow Save as template
 Approve on submit

12. Click the **Continue** button. The Preview International Wire Payment page displays.

Preview International Wire Payment
Use this page to preview an International Wire payment.

* Required

Payment Information	
Debit Account	1234567891234 - ABC123 Company
Debit Amount	\$1,200.00
Credit Currency	CAD
Rate	1 CAD = 0.811287 USD
Credit Amount	1,479.13CAD(calculated)
Value Date	11/16/2021
Send Date	11/15/2021
Frequency	One-Time Only
Sender's Reference	A1B2C3
Details of Payment	
Ordering Customer	

Routing Instructions	
Recipient	Bill Jones Account Number 12345678910 133 Beach Court Atlanta, GA 12345
Recipient Bank	AIR CANADA SWIFT (International) ACNACA2Q UNKNOWN UNKNOWN MONTREAL CANADA
Intermediary Bank	
Receiving Bank	

Options	
Sender to Receiver Information	
Save as Template	No
Approve on Submit	No

13. Review the payment information. In the example above, the amount was specified in U.S. dollars, and the credit was calculated in the specified currency (Canadian dollars) using the exchange rate shown.

14. After validating the payment information, click the **Submit Payment** button. Treasury Manager confirms the payment has been successfully submitted. The payment displays in the list of pending payments.

Note: if you have dual approval enabled, an entitled approver will need to approve the payment using a wire token, prior to its release.

Getting Help

Click the **User Materials** link at the top right of any page or visit the Treasury Manager page of the **Treasury Resource Center** at truist.com/treasuryresourcecenter to access reference materials.

If you need additional assistance, contact Treasury Solutions Client Services at treasuryclientservices@truist.com or **800-774-8179**. Representatives are available from 8 am to 8 pm ET, Monday through Friday on bank business days.