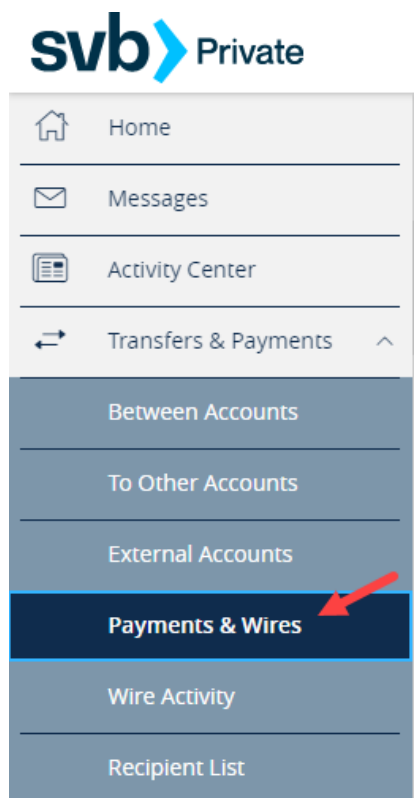


Sending International Wires in the Private Client Edition

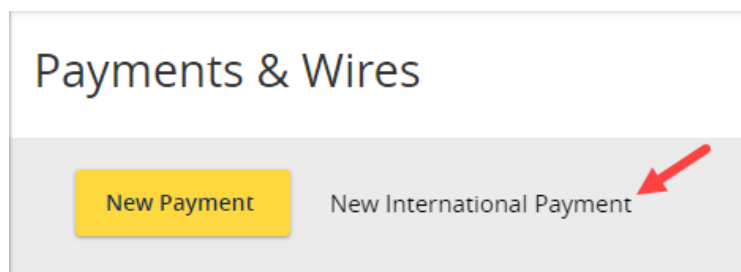
PC with Microsoft Edge Browser

Private clients can initiate international wires in Digital Banking by following the below steps:

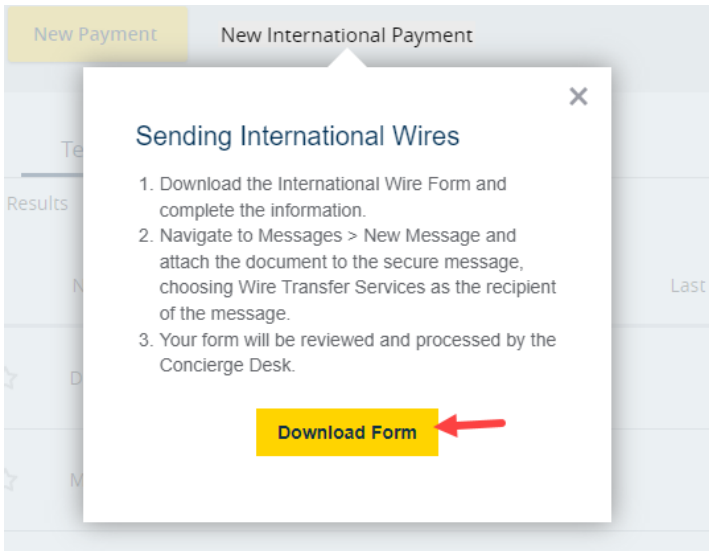
Step 1: Log in to Digital Banking and select “Transfers & Payments” then “Payments & Wires”.



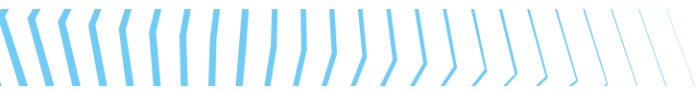
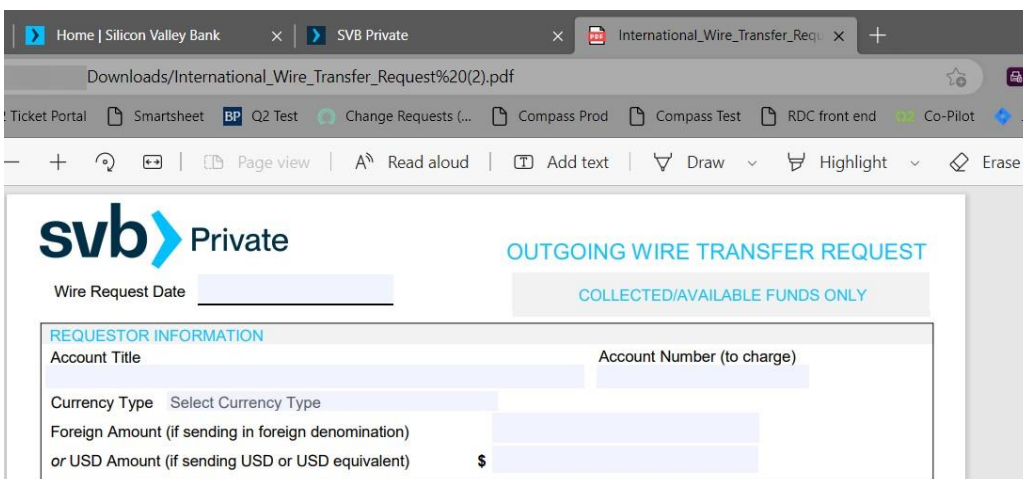
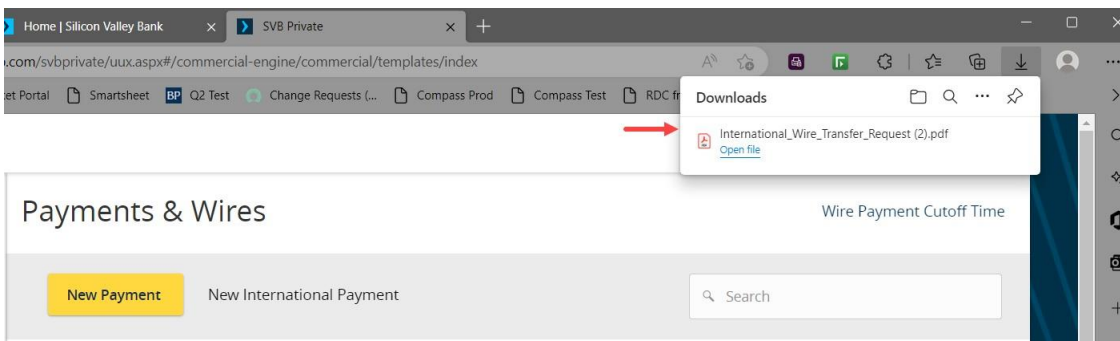
Step 2: Select “New International Payment”.



Step 3: Read the instructions on how to send an international wire and then click on “Download Form”. The form will save to your Downloads folder.



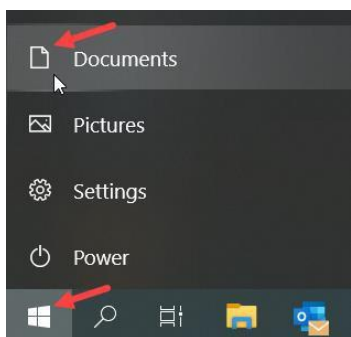
Step 4: The form may also appear in the lower left or upper right of the Edge browser screen. You can select it there to open it and complete the form within the browser screen.



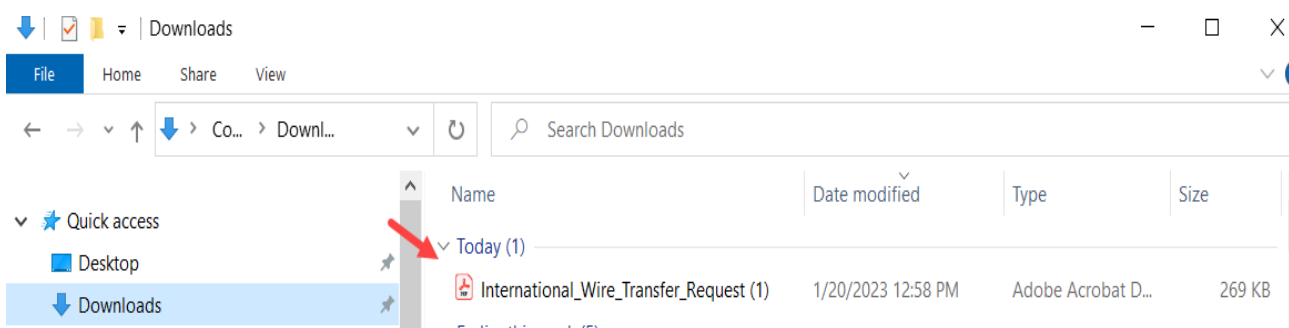
If the form is not appearing in the browser screen, it will be in your Downloads folder. To access your Downloads folder, there may be a folder icon located on the bottom menu of your PC:



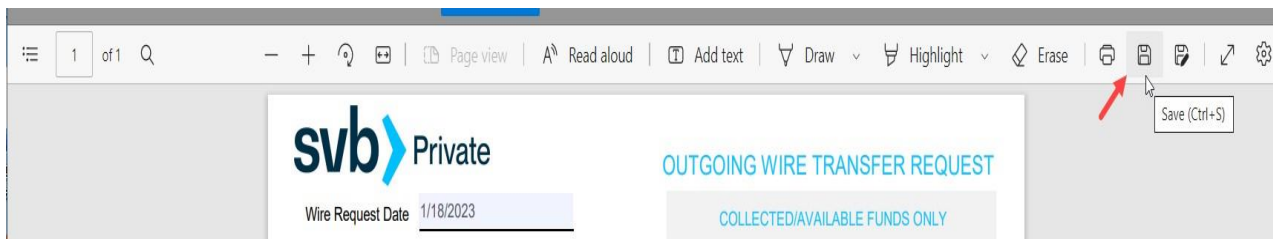
Or you can open the folder by selecting the Start icon at the lower left of your PC and then Documents.



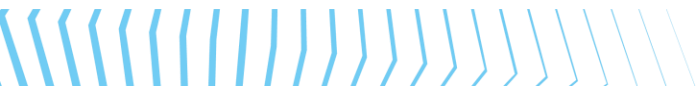
Select the Downloads folder. The form should be at the top of the list if it was the most recent item download.

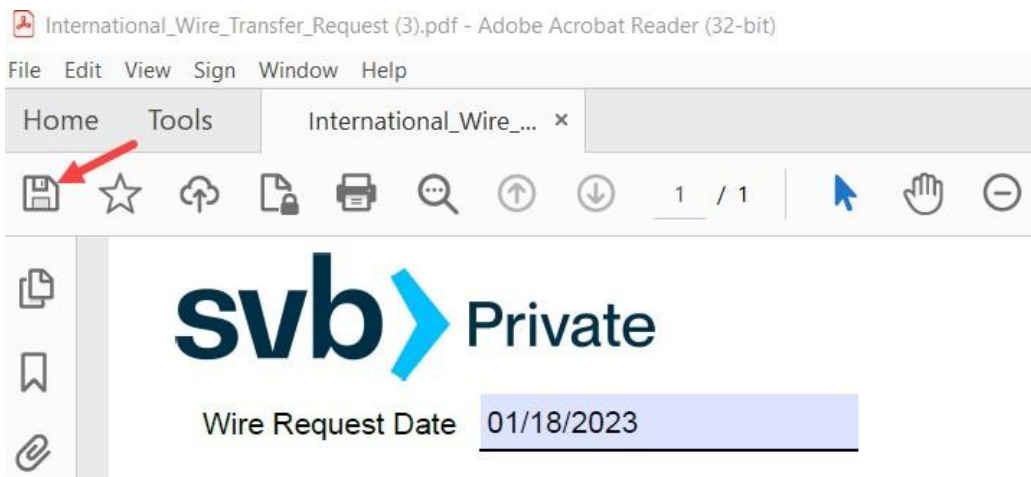


Step 5: Open the form and complete the fields as per the wiring instructions. If you completed the form within the browser window, click on the disc icon to save it. This will save the updated form in your Downloads folder. Sample wire below

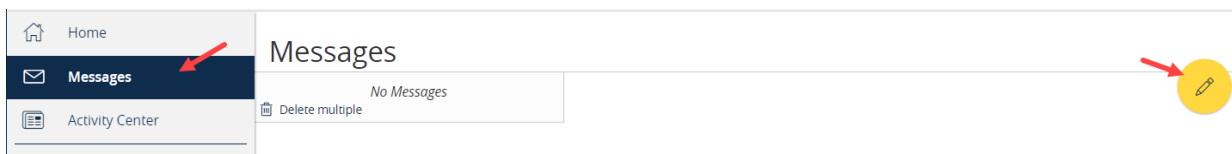


If you completed the PDF document from your Downloads folder, click on the disc icon in the upper left corner to save the form wherever you choose.





Step 6: Log in to Digital Banking and choose “Messages” from the left menu bar. Click on the pencil icon in the upper right corner.



Step 7: Select the message recipient “Wire Transfer Services” from the dropdown menu and complete the Message subject and Message sections. Then click on the paper clip next to “Attach a file” in the bottom right to browse and locate your saved wire form. Sample message below:

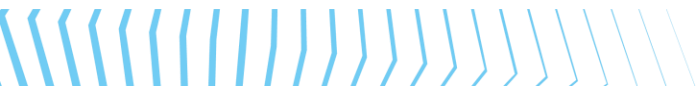
NEW MESSAGE

Message recipient

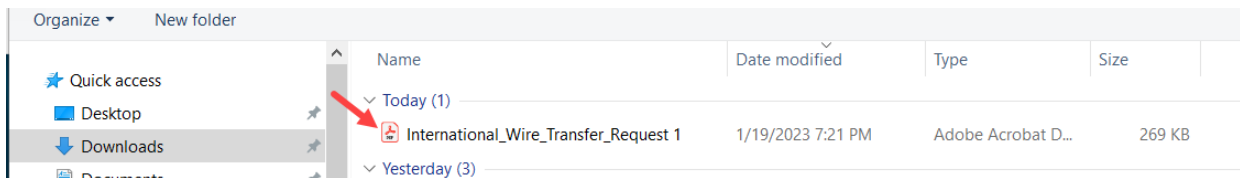
Message subject

Message

Attachments

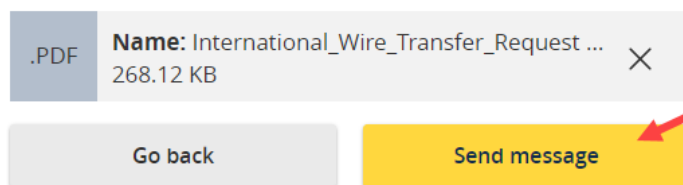


Step 8: After locating the saved wire form double click on the file to upload it to your message.



Step 9: The Wire Request form should appear under the Attachments section of the message. Click on “Send Message” to send the wire to the bank for processing.

Attachments



You will receive a message back from SVB confirming receipt of the wire and acknowledging that it has been sent to the wireroom for processing.