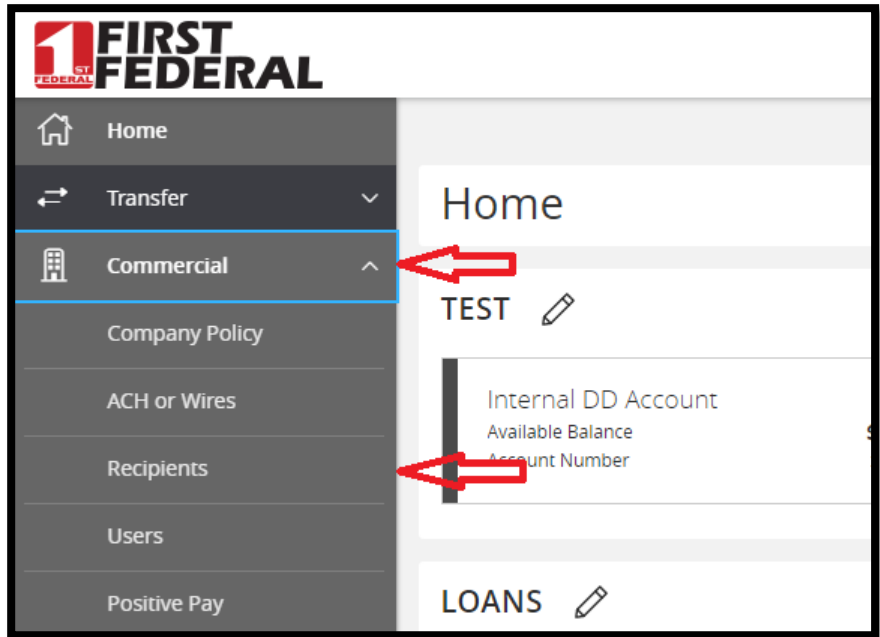
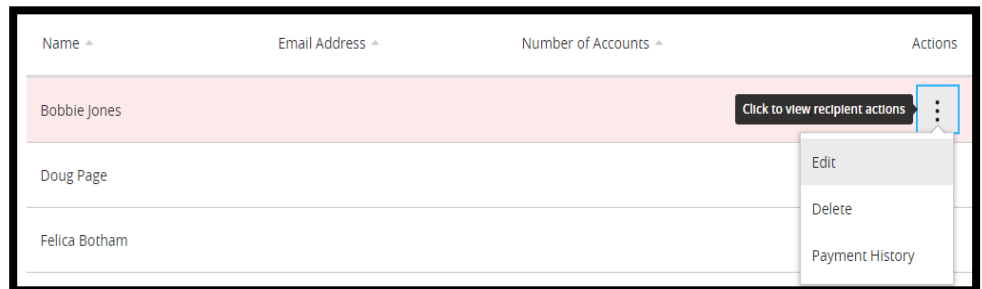


## Editing Recipients Bank Information

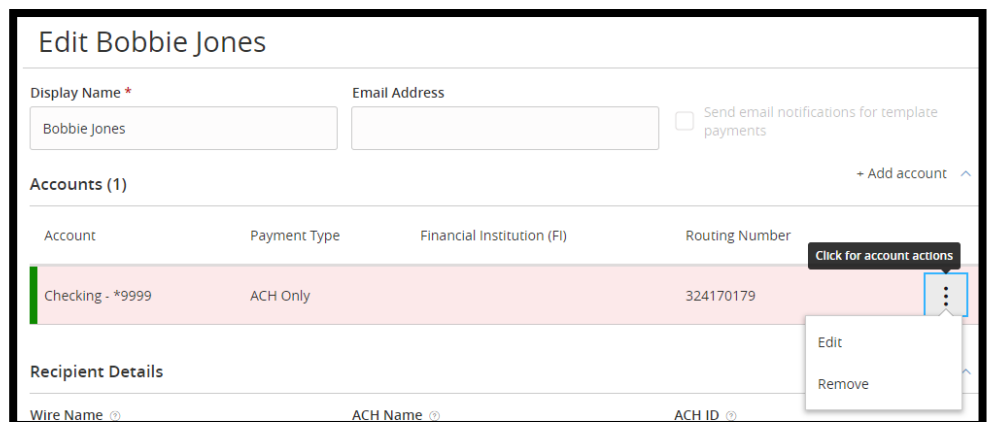
1. Click Commercial
2. Click Recipients



3. Click on the three dots and choose Edit



4. Click on the three dots and choose Edit on account that needs to be changed



- 5. Edit account information.  
Click red checkmark

Account	Payment Type	Financial Institution (FI)	Routing Number
Checking - *9999	ACH Only		324170179

Payment Type: ACH Only

Account Type \*: Checking

Account \*: 9999999

Financial Institution (FI): Search by name or routing #

ACH Routing Number \*: 324170179

- 6. Click Save Recipient  
\*\* If recipient is included in multiple templates, the templates will updated

Recipient Details

Wire Name:

ACH Name:

ACH ID:

Country: United States

Address 1:

Address 2:

City:

State: Select State

ZIP:

Templates (0)

Buttons: Cancel, Save Recipient