# EASTWESTBANK

*business*Bridge®Premier Cross-Border Wire Payment and Transfer User Guide

October 2023



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# Purpose

User Guide for customers that initiate Cross-Border and Foreign Currency Transfers. Customers should create templates to initiate transfers for ease of use and added security.

#### Summary

This document outlines the steps of initiating Cross-Border Transfers using Templates.

#### Prerequisite

- Cross Border transfers can only be initiated using Debit Accounts that are domiciled in the US
- FCDDA (Foreign Currency DDA) account used for Cross Border transfers must be operated within EWB US FX Department and added to your company profile in *business*Bridge<sup>®</sup>*Premier*.

**NOTE** –There are specific requirements for different types of cross border transfers and those are highlighted in the detailed instructions. Please DO NOT change these special instructions for your transfer to be processed timely.

# Create Book Wire – Cross Region Transfers in USD

# 1.1 Create Book Wire Template (INTL BOOK EWB US TO EWB HK)

#### From the Payment Center, go to Create Wire Template and select Book Wire.

businessBridge®Premier									
DASHBOARD	ACCOUNTS -	PAYMENTS -	TRANSFERS <del>-</del>	FRAUD CONTROL	- СНЕСК	SERVICES -	REPORTS -	ADMINISTRATION -	отн
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#### Complete the Create Recipient form and click Continue. Preview the Recipient and Submit.

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Recipient Name *	Hong Kong Recipient Name	PREVIEW RECIPIENT	I	★ Required Fields 🕜 🔇
Recipient ID *	12345678	Recipient Name	Hong Kong R	Recipient Name
Address Line 1	ABC Street	Recipient ID	12345678	
Address Line 2	Hong Kong	Address Line 1	ABC Street	
Address Line 3	Enter Address Line 3	Address Line 2 Recipient Bank	Hong Kong EAST WEST B	BANK HONG KONG
Bank *	Select a Bank		SWIFT (Interr INTERNATIO 2, SUITE 1108 HONG KONG	national) EWBKHKHH INAL FINANCE CENTRE 8 FLOOR 11 5
Options	Select a Bank √	Save to Master Recipient List	No	
	EW BK SMRINO - 322070381 - ABA (WI EAST EXTENSE TANK HONG KONG- EWBIGIOGH - SWET (Internationa) EAST WEST BANK HONG (IRING - EWB	Select EWBKHk from the drop-do	CHH wn	Cancel Edit Submit
Reference Info	EAST-WEST BANK - EWBKUS66 - SWIF			

#### The template information will display. Preview the Book Wire Template. Click Submit Template.

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Template Name*	INTL BOOK EWB US TO EWB HK	Use this page to preview a Book Wire to	TEMPLATE		
Debit Account *	8880008001 - EWB 8001 -	TEMPLATE INFORMATION			* Required Fields
Recipient *	Remove	Template Activation	Active		
	Hong Kong Bacipient Name 12345678	Template Name	INTL BOOK EWB US TO EWB HK		
	ABC Street Hong Kong	Debit Account	8880008001 - EWB 8001		
Bank	EAST WEST BANK HONG KONG	Recipient	Hong Kong Recipient Name 12345678 ABC Street Hong Kong		
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$\oslash$	Successful Submit Template INTL BOOK EWB US TO EWB HK has been successfully created.	Template Center
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Now the template is completed, you will be able to use this template to create a payment.

# 1.2 Create Book Wire Payment from Template (INTL BOOK EWB US TO EWB HK)

TEMPLATE CENTER Use this page to select template op	tions or review existin	g templates.		+	Create a Template	Print	<b>?</b> Hel
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INTL BOOK_EWB_US to EW	Pending Approval Active	888008801 EWB 8801	Book Wire	China Recipient Name EAST WEST BANK (CHINA) LTD			•
Show / Hide Columns						Show 2	5 🔻
	Reject	Delete	Approve	Create Payment E	xport		

From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Type 🔺	Recipient A Recipient Bank	Amount (Items) Recipient Amount (Items)	Action
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~	INTL BOOK EWB US TO EW	Approved Active	8880008001 EWB 8001	Book Wire	Hong Kong Recipient EAST WEST BANK HONG KONG		Į.
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve	Create Payment	Ex Copy Template	>
						Create Payment	>

#### Enter the Wire Amount and Value Date. Click Continue. Preview the Book Wire from the Payment Template. Click Submit Payment.

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PAYMENT INFORMATION		Use this page to preview a book whe pa	yment from template.	
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		Frequency	Gme-Time Only	
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Bank	EAST WEST BANK HONG KONG			
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Details of Payment Line 2	EWS HONG KONG			
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You can also create a Recurring Payment. Select the Recurring button. Enter the recurring payment information.

Frequency	One-Time Only
	Recurring Schedule * Every Two Weeks 👻
	Number of Payments O Continue Until Further Notice
	Send Total Payments
	O End on This Date 03/19/2021

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment CDFFW7ENK1 has been successfully created. Total amount USD 250.00.	Payment Center
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#### NOTE: The payment still needs to be approved before it can be processed

# 1.3 Create Book Wire Template (INTL BOOK EWB US TO EWB CHINA)

#### From the Payment Center, go to Create Wire Template and select Book Wire.

businessBridge®Premier									
DASHBOARD	ACCOUNTS 👻	PAYMENTS -	TRANSFERS 🔻	FRAUD CONTROL	- CHECK	SERVICES –	REPORTS -		отн
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Test Accou	Manage Template Groups     est Accou		US Federal Tax		USD Wire		Export History		
			<ul> <li>OSD WIFe</li> </ul>				Holin	ay Calendar	

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



# Complete the Create Recipient form and click Continue. Preview the Recipient and Submit.

CREATE RECIPIENT		* Required F	ields 🕜 🗴	
Recipient Name *	China Recipient Name	PREVIEW RECIPIENT		* Required Fields 👔 🔇
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Address Line 1	ABC Street	Recipient ID Address Line 1	87654321 ABC Street	
Address Line 2	ABC City, China	Address Line 2	ABC City, China	
Address Line 3	Enter Address Line 3	Recipient Bank	EAST WEST BANK (CHINA) LTD SWIFT (International) EWBKCNSH JIN MAO TOWER FLOOR 33 88 CENTURY BOULEVARD SHANGHAI 200121	
Bank *	Select a Bank	Save to Master Recipient List	No	
Options	Select a Bank 🗸	Recipient Contact Information	No	
	EW B EAST WEST BANK (CHINA) LTD - EWBKCNSH - SWIFT (international)	Select EWBK	CNSH Cancel Edit	Submit
	EAST WEST BANK (CHINA) LTD - EWB	from the drop	-down	
	EAST WEST BANK HONG KONG - EWB			
	EAST-WEST BANK - EWBKUS66 - SWIF			

# The template information will display. Preview the Book Wire Template. Click Submit Template.

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	Hong Kong Recipient Name 12345678	Debit Account	8880008001 - EWB 8001		
	ABC Street	Berinseri	China Barinand Nama		
	Hong Kung		87654321 ABC Street		
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		Details of Payment	Allow change		
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Barik	EAST WEST BANK (CHINA) LTD SWIFT (International) EWERCNSH (IN MAO TOWER FLOOR 35 88 CENTURY BOULEVARD SHANGHAI Chine			
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	Allow change when making payment Enter Reference for Recipient	<u>is</u>		
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# A successful submit banner will appear.

$\oslash$	Successful Submit Template INTL BOOK EWB US TO EWB CHINA has been successfully created.	Template Center
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Now the template is completed, you will be able to use this template to create a payment.

# 1.4 Create Book Wire Payment from Template (INTL BOOK EWB US TO EWB CHINA)

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Use this page to select template op	tions or review existin	g templates.		+	Create a Template	Print	<b>P</b> He
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INTL BOOK EWB US TO EW	Approved Active	8880008001 EWB 8001	Book Wire	Hong Kong Recipient Name EAST WEST BANK HONG KONG		I	•
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Show / Hide Columns						Show 25	•
	Reject	Delete	Approve	Create Payment E:	kport		

From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

<b>~</b>	Template Name  Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
	INTL BOOK FWB US TO FWB CHINA					VIEW LAST MODIFIED BY	•
	INTL BOOK EWB US TO EW	Approved Active	8880008001 EWB 8001	Book Wire	China Recipient Name EAST WEST BANK (CHINA) LTD		•
Shov	v / Hide Columns					Edit Template	>
		Reject	Delete	Approve	Create Payment E	x Copy Template	>
						Create Payment	>

#### Enter the Wire Amount and Value Date. Click Continue. Preview the Book Wire from the Payment Template. Click Submit Payment.

Car this page to trave a new book wee	payment nom tempare.	PREVIEW BOOK WIRE Use this page to preview a Book wire pa	PAYMENT FROM TEMPLATE	?
PAYMENT INFORMATION		PAYMENT INFORMATION		<ul> <li>Required Holds</li> </ul>
Template Name Account Amount * Value Date * Frequency Recipient	INTL BOOK EWE US TO EWE CHINA BBS50009301 - Operating 900.00 07/24/2023 EE O One-Time Only Orient China Bacipanti Name B7554221 ABC Eg. China BAST WIST BACK (CHINA) LTD	Template Name Account Value Ease Send Ease Frequency Recipient	INTL BOOK EVELUS TO EVER CHEAA BERSONDET - Caparating UI 20 500.00 WITH 20 500.00	
LUIN ADDITIONAL INFORMATION	EAST WEST BOYIN (CHINA) EID SWITT (INHERINGAN) EWBENDSH JIM MAA TOVER FILODIK 33 BEENTURF BÖULEVARD SHARIGHAI CHINA	ADDITIONAL INFORMATION Details of Payment Details of Payment Line 2 Approve on Submit	BOOK TRANSFER RIB CHINA No	Schröft Fryward
Pacipaent Bafarence Datails of Payment Datails of Payment Line 2 Workflow	Enter Inference for Recipient  ECCK TRANSFER  EWE CHENA  Approve on Submit  Ca	The second secon	Ganad Edit Payment	Schrift Payment

A successful submit banker will appear.



NOTE: The payment still needs to be approved before it can be processed.

2.1 Create Foreign Currency Wire Template (DOMESTIC EWB USD TO FCDDA HKD)

From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	dge®Premier			EASTWES	t Bank				
DASHBOARD	ACCOUNTS - PAYM	ENTS -	ſRANSFERS <del>▼</del>	FRAUD CONTROL	✓ CHECK SERVICES ✓	REPO	ADMINIST	RATION - OTH	
🕐 DA	PAYMENTS							🗹 Edit	
	MANAGE	<b>O</b> CF	EATE WIRE PAYMEN	its 🕒	CREATE WIRE TEMPLATES	•	PAYMENT TOOLS	•	
ACCOUN	Payment Center	•	From Template		Book Wire	<u> </u>	Import Profiles		
Checking	<ul> <li>Template Center</li> <li>Master Recipient List</li> </ul>	•	Book Wire Foreign Currency V	Wire	<ul> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> </ul>		• Exp Create	e Wire Te	emplates
Test Accou	<ul> <li>Manage Template Group</li> </ul>	s •	US Federal Tax USD Wire		• USD Wire		• Exp — Fore • Holi Wire	eign Curr	ency

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient Form. Click Full Bank List and search for Bank ID "EWBKUS66". Select the bank.

CREATE RECIPIENT		🔹 Required Fields	0				
Recipient Name *	EWB US	SEARCH FULL BANK LIST					0 8
Recipient ID Type *	Account Number 💎	Bank ID	Rank Name	City		Country/Region	
Recipient ID *	1234567	EWBKUS66	Enter Bank Name	Enter City		Select a Country/Region	Search
Address Line 1 *	ABC Street	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🔺	City 🛦	Country/Region 🔺	Action
Address Line 2 *	ABC City, ABC State	EAST-WEST BANK N. LOS ROBLES AVENUE PASADENA 91101	SWIFT (international)	EWBKU566	PASADENA	UNITED STATES	Select
Address Line 3	Enter Address Line 3						Show 10 💌
Bank *	Select from List Enter Bank Infor			Cancel			
	Enter Address Line 3     Select from List     Preferred Bank Line	Full Bank List					
Options	Save to Master Recipient List						
	Add Contact Information						
	Cancel	Continue					

Selected bank will appear. Click Continue. Preview the recipient detail and click Submit.

PREVIEW RECIPIENT	* Requi	red Fields	0	⊗
Recipient Name	EWB US			
Recipient ID Type	Account Number			
Recipient ID	1234567			
Address Line 1	ABC Street			
Address Line 2	ABC City, ABC State			
Bank ID Type	SWIFT (International) EWBKUS66			
Bank Name	EAST-WEST BANK			
Address Line 1	N. LOS ROBLES AVENUE			
Address Line 3	PASADENA UNITED STATES			
Save to Master Recipient List	No			
Recipient Contact Information	No			
		_		
	Cancel Edit Submit			

#### Template information will display. Click Continue. Preview the template. Click Sumit Template.

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Template Activation	O Active	Use this page to preview a Foreign Curr	ency Wire Lamplate.	
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Debit Account *	3880008025 - EWK 5005	Template Activition	Active	
		Template Name	DOMESTIC EWE US TO FCDDA HKD	
Raciptent.*	Remove	Debit Account	8880009005 - EWB 8005	
	EWB US	Recipient	EWE US 1234567	
	1234567 ABC Street ABC City ABC State		ABC Street ABC City, ABC State	
		Bank	EAST-WEST BANK	
Bank	EAST-WEST BANK SWIFT Industrial enables (1956		SWIFT (International) EWBKUS66 N. LOS ROBLES AVENUE RESERVENT (International)	
	N. LOS ROBLES AVENUE PASADENA United States			
		Dear Amount	Denne amount winn payment is created	
Template Limit	Enter a Template Linik	necipient currency	nkD	
Debit Amount	O Define amount when payment is created			
	Charge able amount is an he changed when summart is reastering	ADDITIONAL INFORMATION		e
		Sender's Deference	Allow change	
	Exact amount (cannot be changed when payment is created)	Details of Payment	Allow change	
			PCDDA HKD	
Recipient Currency *	HKD Hung Kong Doller	Charges	Recipiont	
TIONAL INFORMATION				
Routing Instructions	Add Intermediary Bank			ausernik Templatar
	Add Receiving Bank			
Reference Info	Allow change when making payments			
	Enter Sender's Reference			
Details of Payment	Allow change when making payments			
Details of Payment Line 2	PCDBA HKD			
Sender to Receiver Information	Add Information			
Charges	Becipiert     Shared	0.000		
	0	0		
	Cancel	Continue		
unanceful cub	mit hannar will display			

Now the template is completed, you will be able to use this template to create a payment.

# 2.2 Create Wire Payment from Template (DOMESTIC EWB USD TO FCDDA HKD)

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T (1)	EMPLATE CENTER se this page to select template op	itions or review ex	isting templates.		+ Cre	eate a Template 📑 Print	<b>?</b> He
MANA	GE TEMPLATES						
Template	2 Name		Payment Type Foreign Currency Wire	v	Template Status All Statuses	ADVANCED SEARCH	] •
	Template Name   Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						<ul> <li>VIEW LAST MODIFIED B</li> </ul>	Y 🔴
	DOMESTIC FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	ABC Company EAST-WEST BANK		•
	DOMESTIC FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	ABC Company EAST-WEST BANK		•
	DOMESTIC FCDDA JPY TO	Approved Active	55667788 FCDDA JPY	Foreign Currency Wire	Japanese Yen FCDDA Acct EAST-WEST BANK		•
	DOMESTIC FCDDA_JPY322 BOOK	Approved Active	6767 ЈРҮ	Foreign Currency Wire	JAPENESE YEN FCDDA ACC EAST-WEST BANK	JPY 500.00 (1)	•
Show	/ Hide Columns					Show	25 👻
		Reject	Delete	Approve	Create Payment Expo	ort	

From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name Description	Status Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						VIEW LAST MODIFIED	BY O
<u>~</u>	DOMESTIC EWB US TO FCD	Approved Active	8880008005 EWB 8005	Foreign Currency Wire	EWB US EAST-WEST BANK		
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Create Pa	ayment Đ	Copy Template	>
						Create Payment	>

#### Click 'Get Value Date' or Enter the Value Date. Click Continue, Preview the Wire payment information. Click Submit Payment.

				-	
MENT INFORMATION			Required Helds	0	
Template Name	DOMESTIC EWB US TO FCDDA HKD				
Debit Account	8880008005 - EWB 8005				
Amount *	750.00		PREVIEW FOREIGN CU Use this page to preview a Foreign Curre	JRRENCY WIRE PAYMENT FROM TEMPLATE	?
Amount Type	O Debit Amount	Credit Amount to Res	PAYMENT INFORMATION		Required fields
Recipient	EWE US		Template Name	DOMESTIC EWB US TO FCDDA HKD	
	1234567 ABC Street		Debit Account	NERCOURDOS - EVVIE ROOS	
	ABC City, ABC State		Amount	USD 750.00	
Barik	EAST-WEST BANK		Credit Amount	S771.34 HKD (calculated)	
	SWIFT (International) EWBKUS66 N. LOS ROBLES AVENUE		Amount Type	Dubit Amount	
	PASADENA UNITED STATES		Recipient	EWB US 1234567	
Recipient Currency	нкр			ABC Street ABC City, ABC State	
Exchange Rate	O Standard Rate	Contract Nate	Barie	EAST-WEST BANK SWITT (International) EVERUS66 N. LOS RIGHES AVENUE PASABERTA UNITE STATES	
	Get Rate		Recipient Currency	нкр	
			Exchange Bate	Standard Bate	
			Rate	1 HKD = 0.12995257 USD	
	Auditative state 1 HKE	= 0.12995257 USD			
	Cremerican TSD D	116D = 5775 34 HKD	ADDITIONAL INFORMATION		e
			Details of Payment	BOOK TRANSPER	
			Details of Payment Line 2	FCDDA HKD	
			Charges	Recipient	
ITIONAL INFORMATION			Approve on Submit	No	
Sender's Reference	Enter Sender's Reference		PAYMENT DATE		c
Details of Payment	BOOK TRANSFER	•	Value Date	07/26/3023	
			Send Date	07/24/2023	
Details of Payment Line 2	FCDDA HKD		Frequency	Gross-Timme Only	
Charges	Recipient				
Warkflow	Approve on Submit			Cancel Edit Payment. Submit Payment	
	0000				
MENT DATE				•	
Value Date *	07/26/2023	Get Value Date			
		0			
Prinquency *	Une-Time Only	O mecuning			

#### A successful submit banner will appear.

Successful Submit Payment 6CJAU37HBP has been successfully created. Total amount USD 750.00.

Payment Center

NOTE: The payment still needs to be approved before it can be processed.

# 2.3 Create Foreign Currency Wire Template (DOMESTIC FCDDA HKD to EWB USD)

#### From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	husinessBridge®Premier EASTWESTBANK								
DASHBOARD	ACCOUNTS 👻	PAYMENTS -	TRANSFERS <del>~</del>	FRAUD CONTRO	OL → CHECK SERVICES →	REPO	ADMINISTR	ATION - OT	ŀ
🕐 DA	PAYMENTS							🗹 Edit	
_	MANAGE	•	CREATE WIRE PAYM		CREATE WIRE TEMPLATES	•	PAYMENT TOOLS	•	
ACCOUN	Payment Center		From Template		Book Wire		Import Profiles		
	Template Center		Book Wire		Foreign Currency Wire	<	Create Wi	re Templ	ates
Checking	Master Recipient	List	Foreign Current	y Wire	US Federal Tax		• Eoroign	Curronor	,
Test Assess	Manage Template	Groups	US Federal Tax		USD Wire			Currency	Ý
rest Accou			USD Wire				• wire		

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



Complete the Create Recipient Form. Click Full Bank List and search for Bank ID "EWBKUS66". Select the bank.

CREATE RECIPIENT		* Required Fields					
Devision Name	ADC Commany	SEARCH FULL BANK LIST					0 8
Recipient Name	Acc company	Bank ID	Bank Name	City		Country/Region	
Recipient ID Type *	Account Number	EWBKUS66	Enter Bank Name	Enter City		Select a Country/Region	- Search
Recipient ID *	12345	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🔺	City 🔺	Country/Region 🔺	Action
Address Line 1 *	ABC Street	EAST-WEST BANK N. LOS ROBLES AVENUE PASADENA 91101	SWIFT (international)	EWBKUS66	PASADENA	UNITED STATES	Select
Address Line 2 *	ABC City, ABC State						Show 10 💌
Address Line 3	Enter Address Line 3			Cancel			
Bank *	Select from List	vith Bank ID					
	Preferred Bank List Full Be	ank List					
Options	Save to Master Recipient List						
	Add Contact Information						
	Concel Con	tinue					

#### Selected Bank will appear. Click Continue. Preview recipient detail and click Submit.

CREATE RECIPIENT		★ Required Fields	0 8	
Recipient Name *	ABC Company	PREVIEW RECIPIENT		★ Required Fields 🕜 🛇
Recipient ID Type *	Account Number			
Recipient ID *	12345	Recipient Name	ABC	Company
	ADC Carrie	Recipient ID Type	Acco	Number
Address Line 1 *	ADC Street	Recipient ID	1234	15
Address Line 2 *	ABC City, ABC State	Address Line 1	ABC	Street
		Address Line 2	ABC	City, ABC State
Address Line 3	Enter Address Line 3	Bank ID Type	SWIF	T (International) EWBKUS66
Bank *	Select from List	Bank Name	EAST	-WEST BANK
		Address Line 1	N. L0	DS ROBLES AVENUE
	Remove	Address Line 3	PASA	ADENA UNITED STATES
	EAST-WEST BANK	Save to Master Recipient List	No	
	N, LOS ROBLES AVENUE PASADENA UNITED STATES	Recipient Contact Information	No	
Options	Save to Master Recipient List			Cancel Edit Submit
	Add Contact Information			
	Cancel	Continue		

#### The template information will display. Click Continue. Preview the template. Click Submit Template.

CREATE FOREIGN CUP	RRENCY WIRE TEMPLAT	TE		? meter	
EMPLATE INFORMATION			<ul> <li>Bequire</li> </ul>	ed Fields	
Template Activation Template Name *	O Active	O tructive	PREVIEW FOREIGN CU	JRRENCY WIRE TEMPLATE	? Halo
Debit Account *	12436789 - FCDDA-HKD	×	TEMPLATE INFORMATION		Required Fields
Respont * Bank Tamplata Limit	Annotav ABC Company 1286 ABC Com, ABC State ABC Com, ABC State BAC: WEST BANK DWRT Intermedicent  EVBRUSSA NUM Timbernation		Template Activation Template Name Debit Account Recipient Back	Active DOMESTIC FCODA HKD TO EWB US 12485789 - FCDDA HKD ADC Company 12365 ADC Street ADC Corp. ADC State EAST WEST EASK SWETT Onternational PROLOSIS N. LOS ROBLES ANTHUL	
Debit Amount	Define amount when payment is     Changeable amount (can be changed)	created	Debit Amount Recipient Currency	PASADENA United States Define amount when payment is created USD	
	Exact amount (cannot be changed	d when payment is created)	ADDITIONAL INFORMATION		٥
Becigient Currency *	USD US Defler	<u>×</u>	Sender's Reference Details of Payment	Allow change Allow change BOOK TRAKSFER	
DDITIONAL INFORMATION			Charges	Recipient	
Routing Instructions	Add Intermediary Bank Add Receiving Bank			Cancel Edit Template	Submit Template
Reference Info	Allow change when making paym Enter Sender's Reference	ments			
Datails of Payment	Allow change when making paym BOOK TRANSPER	nentx	Ð		
Details of Payment Line 2	EWE US ACCT		8		
Sender to Receiver Information	Add Information				
Charges	O Recipient	Control	Ours 🕜		

#### A successful submit banner will display.

Successful Submit Template DOMESTIC FCDDA HKD TO EWB US has been successfully modified.

Now the template is completed, you will be able to use this template to create a payment.

Template C

# 2.4 Create Wire payment from Template (DOMESTIC FCDDA HKD TO EWB USD)

#### + Create a Template Print ? He vexisting templates se this page to 6 MANAGE TEMPLATES Template Name Payment Type Template Status Search All Statuses Foreign Currency Wire 0 ADVANCED SEARCH Template Name Description Status 🔺 Co. Account 🔺 Туре 🔺 Recipient 🔺 Recipient Bank nt (Items) 🔺 nt Amount (Items) Actio VIEW LAST MODIFIED BY ٠ 987654321 FCDDA\_CNH DOMESTIC FCDDA CNH TO ... Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK 12436789 FCDDA-HKD DOMESTIC FCDDA HKD TO ... Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK -DOMESTIC FCDDA JPY TO .. Approved Active 55667788 FCDDA JPY Foreign Currency Wire Japanese Yen FCDDA Acct EAST-WEST BANK DOMESTIC FCDDA\_JPY322 .. BOOK Approved Active 6767 Foreign Currency Wire JAPENESE YEN FCDDA ACC... EAST-WEST BANK JPY 500.00 (1) Show / Hide Columns Show 25

From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name  Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient A Recipient Bank	Amount (Items)  Recipient Amount (Items)	Action
						VIEW LAST MODIFIED BY	•
<b>~</b>	DOMESTIC FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	ABC Company EAST-WEST BANK		
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Create Pa	ayment Đ	Copy Template	>
						Create Payment	>

Enter the Amount. Select the Exchange Rate.

- Standard Rate: If you select Standard Rate, Click 'Get Rate' and the standard rate will appear.
- Contract Rate: If you select Contract Rate, you should have already contacted the FX Dept to get a contract number and rate.
  - $\circ \quad \text{Select the Contract Rate option} \\$
  - o Enter the Contract Number
  - $\circ \quad \text{Enter the Contract Rate} \\$
  - o Click Calculate

Click 'Get Value Date' or Enter the Value Date.

Click Continue, Preview the Wire payment information. Click Submit Payment.

CREATE FOREIGN CUR Une strating age to create a new Foreign C	KRENCY WIRE PAYMEN	IT FROM TEMPLATE	? •••		
AYMENT INFORMATION			Required Relds		
Templace Name	DOMESTIC REDGA HAD TO EWE US				
Debit Account	12436789-R00DAHWD				
Amount*	508.00				
Атхоште Тури	O Debit Arroure	Credit Amount to Recipient	PREVIEW FOREIGN	CURRENCY WIRE PAYMENT FROM TEMPLATE	
Recipient	ALC Company		PAYMENT INFORMATION		Required the
	ADC Street ADC City, ADC State		Template Nam	BOMESTIC FCEDA HILD TO EVELUS	
les.	EACT AND ST DAMA		Debit Access	H 12436789 - PCDD4-HKD	
	SWFT (International) EWERLISES N. LOS ROBLES AVENUE		Amaa	HL HHX0 508.00	
	PREADENA UNITED STATES		Craelit Amoun	nt 63.13 USD (subsideed)	
Recipient Currency	LISD		Amount Typ	ee Debit Amount	
Eachange Rate	O Standard Rate	Contract Race	Participan	ni ABC Company 12246 ABC City ABC State ABC City, ABC State	
	Contract Number *	1234	-	KATTWESTERNE     WERKOON EVERNOON     N. SOS ROBER ARTIN     KAUCHEN UNTED STATUS	
	Contract Data *	742	Recipiers Corvers	cy USD	
			Exchange Ref	te Cuntract Bate	
	Celculare		Contract Number	er 1234	
	Conservation	500.001007 = 23 131000	N	ter 1 USD = 7.52 HHD	
	La ren man				
			Details of Payme	NE BOOK TRANSPER	
DDITIONAL INFORMATION			Details of Psyment Line	2 EWB US ACCT	
Sender's Reference	Enter Sender's Reference		Charge	en Recipierd	
	Contract Contraction		Approve on Subm	ni Nu	
Decails of Payment	BOOK TRANSFER		PAYMENT DATE		
Details of Reyment Line 2	DWR US ACLT	8	Yahav Del	le 87/21/2023	
Charges	Racipiwo		Send Dut	be 07/21/2023	
			Tresports	() Otro-Time Only	
harrene.	- Abreaction				
AYMENT DATE				Cancel Edit Payment Submit Payment	
Value Date 4	ati21/2023	Get Volum Date			
Stricpartory *	O One-Time Only	O Recurring			
		- torranta			
		Canad			

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment U1ZW673UP4 has been successfully created. Total amount <b>HKD 500.00</b> .	Payment Center
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NOTE: The payment still needs to be approved before it can be processed

# 2.5 Create Foreign Currency Wire Template (DOMESTIC FCDDA CNH to EWB USD)

#### From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	usinessBridge®Premier EASTWEST BANK							
DASHBOARD		r TRANSFERS <del>→</del> FRAUD CONTR	OL → CHECK SERVICES →	REPORTS - ADMINIST	RATION - OTH			
C DA	PAYMENTS				🗹 Edit			
ACCOUN	MANAGE • Payment Center	CREATE WIRE PAYMENTS  From Template	CREATE WIRE TEMPLATES     Book Wire	PAYMENT TOOLS     Import Profiles	•			
Checking Test Accou	Template Center     Master Recipient List     Manage Template Groups	Book Wire     Foreign Currency Wire     US Federal Tax     USD Wire	<ul> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> <li>USD Wire</li> </ul>	Create W Foreign	Vire Templates – Currency Wire			
		USD WITE		•				

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient form. Click Full Bank List and search for Bank ID "EWBKUS66". Select the bank.

CREATE RECIPIENT		Required Fields					
Recipient Name *	ABC Company						
Recipient ID Type *	Account Number	SEARCH FULL BANK LIST					0 8
Recipient ID *	12345						
Address Line 1 *	ABC Street	Bank ID EWBKUS66	Bank Name Enter Bank Name	City Enter City		Country/Region Select a Country/Region	- Search
Address Line 2 *	ABC City, ABC State				1 -	1	
Address Line 3	Enter Address Line 3	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🔺	City 🔺	Country/Kegion 🔺	Action
Bank *	Select from List Enter Bank Information with Ba	k ID N. LOS ROBLES AVENUE PASADENA 91101	SWIFT (international)	EWBKUS66	PASADENA	UNITED STATES	Select
		-					Show 10 🔻
	Preferred Bank List Full Bank List				_		
Options	Save to Master Recipient List			Cance	el		
	Add Contact Information						
	Cancel Continue						

# Selected bank will appear. Click Continue. Preview recipient detail and click Submit.

CREATE RECIPIENT		★ Required Fields	0 0
Recipient Name *	ABC Company	PREVIEW RECIPIENT	* Required Fields 🛛 😢
Recipient ID Type *	Account Number	Recipient Name	ABC Company
Recipient ID *	12345	Recipient ID Type	Account Number
		Recipient ID	12345
Address Line 1 *	ABC Street	Address Line 1	ABC Street
Address Line 2 *	ABC City, ABC State	Address Line 2	ABC City, ABC State
Address Line 2	Entre Address Line 2	Bank ID Type	SWIFT (International) EWBKUS66
Address Line 5		Bank Name	EAST-WEST BANK
Bank *	Select from List	ati Address Line 1	N. LOS ROBLES AVENUE
		Address Line 3	PASADENA UNITED STATES
	Remove	Save to Master Recipient List	No
	EAST-WEST BANK SWIFT (International) EWBKUS66 N. LOS ROBLES AVENUE Desapted LINITER STATES	Recipient Contact Information	No
Options	Save to Master Recipient List		Cancel Edit Submit
	Add Contact Information		
	Cancel	Continue	

#### Template information will display. Click Continue. Preview the Foreign Currency Wire template. Click Submit Template.

Use this page to create a new Toreign C	RREINCT WIRE TEMPLATE	?		
EMPLATE INFORMATION		Required fields	•	
Template Activation	O Active			
Template Name *	DOMESTIC PCDDA CNH TO HWE US			
Debit Account *	987654321 - FCDDA_CNH	Use this page to preview a Foreign Curre	IRRENCY WIRE LEMIPLATE	?
Recipient *	Remove	TEMPLATE INFORMATION		Required Fields
	ABC Company 13346 ABC City, ABC State	Template Activation Template Name	Active DOMESTIC FCDDA CNH TO EWB US	
Bank	EAST-WEST BANK	Debit Account	987654321 - FCDDA_CNH	
	SWIFT (International) EWBKU566 N. LOS NOBLES AVENUE PASADENA UNITED STATES	Recipient	ABC Company 1235 ABC Street ABC City, ABC State	
Template Limit	Enter a Templale Limit	Bank	EAST-WEST BANK SWIFT (International) EWBKUS66 N. LOK ROME KA WEAU	
Descambult	Define amount when payment is created	1142245-24269	PASADENA United States	
	Changeable amount (can be changed when payment is created)	Debit Amount	Define amount when payment is created	
	Exact amount (cannot be changed when payment is created)	Recipient Currency	030	
Recipient Currency*	USD US Dollar =	ADDITIONAL INFORMATION		
		Sender's Reference	No changes allowed	
DUINDING INFORMATION		Details of Payment	Allow change BOOK TRANSFER DMR JE ACCT	
Routing Instructions	Add Intermediary Bank	Charges	Recipient	
	Add Receiving Bank			
Reference Info	Allow change when making payments		Cancel Edit Template Submi	sit Template
Particle of Research				
	BOOK TRANSFER			
Details of Payment Line 2	EWE US ACCT			
Sender to Receiver Information	Add Information			
Charges	O Recipient O Shared	O ours		
	Cancal	Continue		
		20		

A successful submit banner will appear.

Successful Submit Template DOMESTIC FCDDA CNH TO EWB US has been successfully modified.

Now the template is completed, you will be able to use this template to create a payment.

# 2.6 Create Wire Payment from Template (DOMESTIC FCDDA CNH TO EWB USD)

#### From Template Center, select the wire template created. + Create a Template Print ? He se this page to vexisting templates 6 MANAGE TEMPLATES Template Name Payment Type Template Status Search All Statuses Foreign Currency Wire 0 ADVANCED SEARCH Template Name Description Status 🔺 Co. Account 🔺 Туре 🔺 Recipient 🔺 Recipient Bank t (Items) 🔺 ht Amount (Items) Actio VIEW LAST MODIFIED BY ٠ 987654321 FCDDA\_CNH DOMESTIC FCDDA CNH TO .. Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK 12436789 FCDDA-HKD DOMESTIC FCDDA HKD TO ... Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK -DOMESTIC FCDDA JPY TO .. Approved Active 55667788 FCDDA\_JPY Foreign Currency Wire Japanese Yen FCDDA Acct EAST-WEST BANK DOMESTIC FCDDA\_JPY322 ... Approved Active 6767 Foreign Currency Wire JAPENESE YEN FCDDA ACC... EAST-WEST BANK JPY 500.00 (1) Show / Hide Columns Show 25

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name  Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) Recipient Amount (Items)	Action
						<ul> <li>VIEW LAST MODIFIED BY</li> </ul>	•
	DOMESTIC FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	ABC Company EAST-WEST BANK		•
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Create Pa	ayment Ex	Copy Template	>
						Create Payment	>

Enter the Amount. Select the Exchange Rate.

- Standard Rate: If you select Standard Rate, Click 'Get Rate' and the standard rate will appear.
- Contract Rate: If you select Contract Rate, you should have already contacted the FX Dept to get a contract number and rate.
  - $\circ \quad \text{Select the Contract Rate option} \\$
  - o Enter the Contract Number
  - o Enter the Contract Rate
  - o Click Calculate

Click 'Get Value Date' or Enter the Value Date.

Click Continue, Preview the Wire payment information. Click Submit Payment.

CREATE FOREIGN CUP Use this page to create a new Foreign Cu	RENCY WIRE PAYMEN	NT FROM TEMPLA	ГΕ		? "	iei;	
PAYMENT INFORMATION				PREVIEW FOREIGN CI Use this page to preview a foreign Car	JRRENCY WIRE PAYMENT FROM	M TEMPLATE	?
TAINENT IN OKMATION				PAYMENT INFORMATION			Required Fields
Template Name	DOMESTIC FCDDA CNH TO EWB US			Template Temp	DOMESTIC FORDA CNIH TO PINE US		
Debit Account	987654321 - FCDDA_CNH			Delet Account Amazeti	SENSKOT - FODDA, DNH CNH BEODG		
Amount *	800.00			Credit Amount Amount Type	116.39 (SD (subsideed)) Delat Arragets		
				Parsiporent	ABC Company 12345 ABC Street ABC City, ABC State		
Amount Type	O Debit Amount		Credit Amo	5	EAST-WEST BANK SWIFT (International) EWERU566 N. LOS ROBLES AVENUE PASAGENA UNITES STATES		
Recipient	ABC Company 12345 ABC Street ABC City, ABC State			Beckprint Corrency Excloring Enter Contract Norther Enter	USD Contract Rater 3238 1 USD + 7.234 CNH		
Bank	EAST-WEST BANK SWIFT (International) EWBKUS66			ADDITIONAL INFORMATION			•
	N. LOS ROBLES AVENUE PASADENA UNITED STATES			Datails of Payment Datails of Payment Line 2	BOOK TRANSFER		
Recipient Currency	USD			Charges Approve on Solend	Responsi		
Exchange Rate	Standard Rate	O Contract Rate		PAYMENT DATE			•
		-		Value Date	07/25/2023		
	Contract Number *	1234		Englanny	Grow Firms Only		
	Contract Rate *	7.234			Cancel	Edit Payment Submit Payment	
	Calculate						
	Conversion	800.00 CNH = 110.59 USD					

#### A successful submit banner will appear.

 Successful Submit
 Payment 75GH10J7U0 has been successfully created. Total amount CNH 800.00.
 Payment Center

NOTE: The payment still needs to be approved before it can be processed.

# 2.7 Create Foreign Currency Wire Template (DOMESTIC FCDDA JPY to FCDDA JPY)

From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.



Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient form. Click Full Bank List and search for Bank ID 'EWBKUS66'. Select the bank.

CREATE RECIPIENT		* Req	uired Fields 🕐 🗴			
Recipient Name *	Japanese Yen FCDDA Acct	SEARCH FULL BANK LIST				0 0
Recipient ID Type *	Account Number	Bank ID EWBKUS66	Bank Name Enter Bank Name	City Enter City	Country/Region Select a Country/Region	Search
Recipient ID *	23456	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🛦 City 🛦	Country/Region 🔺	Action
Address Line 1 *	ABC Street	EAST-WEST BANK N. LOS ROBLES AVENUE PASADENA 91101	SWIFT (international)	EWBKUS66 PASADEN/	UNITED STATES	Select
Address Line 2 *	ABC City, ABC State					Show 10 -
Address Line 3	Enter Address Line 3			Cancel		
Bank *	Select from List	Information with Bank ID				
	Preferred Bank List	Full Bank List				
Options	Save to Master Recipient List					
	Add Contact Information					
	Cancel	Continue				

# Preview recipient information. Click Submit.

PREVIEW RECIPIENT	* Required Fields	8
Recipient Name	Japanese Yen FCDDA Acct	
Recipient ID Type	Account Number	
Recipient ID	23456	
Address Line 1	ABC Street	
Address Line 2	ABC City, ABC State	
Bank ID Type	SWIFT (International) EWBKUS66	
Bank Name	EAST-WEST BANK	
Address Line 1	N. LOS ROBLES AVENUE	
Address Line 3	PASADENA UNITED STATES	
Save to Master Recipient List	No	
Recipient Contact Information	No	
	Cancel Edit Submit	

#### Template information will display. Click Continue. Preview the wire template. Click Submit Template.

CREATE FOREIGN CUP Use this page to create a new Foreign C	RRENCY WIRE TEMPLATE		<b>?</b> rat	
EMPLATE INFORMATION		Required field	•	
Template Activation	O Active			
Template Name *	DOMESTIC FCDDA JPY TO FCDDA JPY	PREVIEW FOREIGN CU		? не
Debit Account *	55667788 - ICUDA JPY		any marangana.	
Bet speerst *	Remove	TEMPLATE INFORMATION		* Required Fields
	Jopannese Ven FCDDA Acct 22965 ABC: Street ABC: City, ABC: State	Template Activation Template Name Debit Account	Астіче Domestic Fedda јру то Fedda јру 55647788 - Fedda јру	
Barik	EAST-VIETE BANK SWITT (International) EXPERISION N. LOS ROBES AVAINE PASADENA LIMITED STATES	Recipient	Japanese Yes FCDDA Acct 23456 ABC Streat ABC City, ABC State	
Template Limit	Enter a Template Limit	Bank	EAST-WEST BANK SWIFT (International EWBKUS66 N. LOS ROBLES AVENUE REGEDENA Linkon Stratom	
Debit Amount	O Define amount when payment is created	Debit Amount	Paradetex circuit succes	
	Changeable amount (can be changed when payment is created)	Recipient Currency	рү	
	C Exact amount (cannot be changed when payment is created)			
Recipient Currency *	IPV Japanasa Yen	ADDITIONAL INFORMATION		•
		Sender's Reference	Allow change	
DITIONAL INFORMATION		Details of Payment	Allow change BOOK TRANSFER FCDDA JPY 23456	
Routing Instructions	Add Intermediary Bank	Charges	Recipient:	
Bulanarra Irin			Cancel Edit Template Submit Template	
	Enter Sander's Peference			
Details of Payment	Alton change when making payments BOOK TRANSFER			
Details of Payment Line 2	PCDDA JPY			
Sender to Receiver Information	Add Information			
Charges	O Recipient. O Shared	O ours 🕜		
	Cancal	Continue		

#### A successful submit banker will appear.

Successful Submit Template DOMESTIC FCDDA JPY TO FCDDA JPY has been successfully created.

Template Center

Now the template is completed, you will be able to use this template to create a payment.

# 2.8 Create Wire Payment from Template (DOMESTIC FCDDA JPY TO FCDDA JPY)

#### From Template Center, select the wire template created. 🕂 Create a Template 📑 Print ? He se this page to iew existing templates 6 MANAGE TEMPLATES Template Name Payment Type Template Status Search All Statuses Foreign Currency Wire 0 ADVANCED SEARCH Template Name Description Status 🔺 Co. Account 🔺 Туре 🔺 Recipient 🔺 Recipient Bank t (Items) 🔺 ht Amount (Items) Actio VIEW LAST MODIFIED BY ٠ 987654321 FCDDA\_CNH DOMESTIC FCDDA CNH TO .. Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK 12436789 FCDDA-HKD DOMESTIC FCDDA HKD TO ... Approved Active Foreign Currency Wire ABC Company EAST-WEST BANK -DOMESTIC FCDDA JPY TO .. Approved Active 55667788 FCDDA JPY Foreign Currency Wire Japanese Yen FCDDA Acct EAST-WEST BANK DOMESTIC FCDDA\_JPY322 ... Approved Active 6767 Foreign Currency Wire JAPENESE YEN FCDDA ACC... EAST-WEST BANK JPY 500.00 (1) Show / Hide Columns Show 25

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name 🔺 Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						VIEW LAST MODIFIED BY	•
	DOMESTIC FCDDA JPY TO	Approved Active	55667788 FCDDA_JPY	Foreign Currency Wire	Japanese Yen FCDDA Acct EAST-WEST BANK		
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Crea	ite Payment Ex	Copy Template	>
						Create Payment	>

#### Enter the Wire amount. Click 'Get Value Date' or Enter the Value Date. Click Continue. Preview the Wire payment information. Click Submit Payment.

CREATE FOREIGN CUR	RENCY WIRE PAYMENT FROM TEMPLATE		? ~~	
PAYMENT INFORMATION		PREVIEW FOREIGN CU	JRRENCY WIRE PAYMENT FROM TEMPLATE	? **
Templete Name	DOMESTIC FCDDA JPY TO FCDDA JPY	PAYMENT INFORMATION		• Required fields
Debit Account	55667788 - FCDDA_JPY	Template Narre	DOMESTIC FCDDA JPY TO FCDDA JPY	
Amount *	4,500.00	Debit Account Amount	55657785-FCDDA, JPY JPY 4,500.00	
Amount Type	O Debit Amount O Credit Amoun	Amount Type	Debit Amount	
Recipierd	Japantese Yen FCDDA Acct 23456	Recipient	Japannoa Yen IC2DA Assi Zabó ASC Sand ASC Cay, ABC Sada	
Bark	ABC Street ABC Cky, ABC State EAST-WeST BANK	Barik	EAST-WEST EARNE SWIPT (Insternational) ENVERUIS66 N. LOS INDERES AVENUE PARADERIA VANUES SARTIS	
	SWIFT (International) EWEKUS66 N. LOS ROBLES AVENUE PASADENA UNITED STATES	Recipient Currency	pr:	
Recipient Currency	pry .	ADDITIONAL INFORMATION		0
		Details of Payment	BOOK TRANSFER	
ADDITIONAL INFORMATION		Details of Payment Line 2	т СОДА ЈРЧ	
		Charges America on Solumit	Recipient	
Sender's Reference	Erriter Sandar's Reference			
Details of Payment	BOOK TRANSFER	PAYMENT DATE		0
Details of Payment Line 2	FCODA JPY	Value Date Send Date	07727-0023 07725-0023	
Charges	Reciprent	Trequency	One-Time Only	
Workflow	Approve on Submit		Cancel Edit Rymant Submit Rymant	
PAYMENT DATE		1	•	
Value Date *	07/27/2023 Get Value Date			
Frequency*	C Grie-Terrer Grily Recurring			
		_		
	Cancel Continue	- 1.		

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment X2W5TBCHU6 has been successfully created. Total amount <b>JPY 4,500.00</b> .	Payment Center
-----------	---	----------------

NOTE: The payment still needs to be approved before it can be processed.

# 2.9 Create Foreign Currency Wire Template (INTL WIRE FCDDA CNH TO HK BENE)

#### From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	ge®Premier	EASTWI	est Bank		
DASHBOARD	ACCOUNTS - PAYMENTS -	TRANSFERS - FRAUD CONTRO	OL	REPORTS - ADMINISTRATION - OTH	
🕐 DA	PAYMENTS			Z Edit	
	MANAGE \varTheta	CREATE WIRE PAYMENTS	CREATE WIRE TEMPLATES	PAYMENT TOOLS	
ACCOUN	Payment Center	From Template	Book Wire	Import Profiles	-
Checking Test Accou	<ul> <li>Template Center</li> <li>Master Recipient List</li> <li>Manage Template Groups</li> </ul>	<ul> <li>Book Wire</li> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> </ul>	<ul> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> <li>USD Wire</li> </ul>	Create Wire Temp Foreign Currency	plates – Wire
		<ul> <li>USD Wire</li> </ul>		• H	

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient form. Click Full Bank List and search for Bank ID "EWBKHKHH". Select the bank.

CREATE RECIPIENT		* Required Fields 🕜 🌘	Э						
Recipient Name *	EWB Hong Kong Beneficiary								
Recipient ID Type *	Account Number 👻	SEARCH FULL BANK LIST						0	⊗
Recipient ID *	12345	Bank ID EWBKHKHH	Bank Name Enter Bank Name	City Enter City	C S	ountry/Region ielect a Country/Region	~	Search	
Address Line 1 *	ABC STREET	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🔺	City 🛦	Country/Region 🔺	A	Action	
Address Line 2 *	Hong Kong	EAST WEST BANK	SWIFT (international)	EWBKHKHH	CENTRAL	HONG KONG, CHINA		Select	
Address Line 3	Enter Address Line 3	TWO INTERNATIONAL FINANCE CENTRE F CENTRAL							
Bank *	Select from List							Show 10	*
				Cancel					
	Preferred Bank List Full Be	ank List							
Options	Save to Master Recipient List	\$							
	Add Contact Information								
	_								
	Cancel Cont	linue							

#### Bank information will display. Click Continue. Preview recipient detail and Click Submit.

CREATE RECIPIENT	*	Required Fields 🕜 🔇	
Recipient Name *	EWB Hong Kong Beneficiary	PREVIEW RECIPIENT	* Required Fields 🔞 🔕
Recipient ID Type *	Account Number	Recipient Name	EWB Hong Kong Beneficiary
Recipient ID *	12345	Recipient ID Type	Account Number
Address Line 1 *	ABC STREET	Recipient ID	12345
Address Line 2 *	Hong Kong	Address Line 1	ABC STREET
		Address Line 2	Hong Kong
Address Line 3	Enter Address Line 3	Bank ID Type	SWIFT (International) EWBKHKHH
Bank *	Select from List	Bank Name	EAST WEST BANK HONG KONG
* 117 (143)	•	Address Line 1	INTERNATIONAL FINANCE CENTRE
	Remove	Address Line 2	2, SUITE 1108 FLOOR 11
	EAST WEST BANK HONG KONG	Address Line 3	HONG KONG HONG KONG, CHINA
	SWIFT (International) EWBKHKHH INTERNATIONAL FINANCE CENTRE	Save to Master Recipient List	No
	HONG KONG HONG KONG, CHINA	Recipient Contact Information	No
Options	Save to Master Recipient List		
	Add Contact Information		Lance Eoit Submit
	Carrol		
	Cancel Continue		



#### A successful submit banner will appear.

Successful Submit Template INTL WIRE FCDDA CNH TO HK BENE has been successfully modified.	emplate Center
--	----------------

Now the template is completed, you will be able to use this template to create a payment.

# 2.10 Create Wire Payment from Template (INTL WIRE FCDDA CNH TO HK BENE)

From Template Center, select the wire template created.

TE Use	EMPLATE CENTER this page to select template op	tions or review ex	isting templates.		+	Create a Templa	te 🖶 Print	? Help
MANAG	SE TEMPLATES							
Template Enter Ten	Name nplate Name		Payment Type Foreign Currency Wire	Ŧ	Template Status All Statuses	Ŧ	Search ADVANCED SEARCH	0
	Template Name 🔺 Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount Recipient	(Items) 🔺 Amount (Items)	Action
						<ul><li>✓ VI</li></ul>	EW LAST MODIFIED BY	•
	INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB China Beneficiary EAST WEST BANK (CHINA) LTD	)		•
	INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB Hong Kong Beneficiar EAST WEST BANK HONG KON	y G		•
	INTL WIRE FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	EWB Hong Kong Benefician EAST WEST BANK HONG KON	y G		

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name 🔺 Description	Status Availability	Co. Account 🔺 Co. Account Identifier	Туре 🛦	Recipient A Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						<ul> <li>VIEW LAST MODIFIED BY</li> </ul>	•
~	INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB Hong Kong Beneficiary EAST WEST BANK HONG KONG		•
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Cr	eate Payment Ex	Copy Template	>
						Create Payment	>

#### Enter the Wire amount. Click 'Get Value Date' or Enter the Value Date. Click Continue. Preview the Wire payment information. Click Submit Payment.

Use this page to create a new foreign Co	INCINCT WINE PATIVIENT PROVIDENTPLATE		( Hulp	
AYMENT INFORMATION		Bequired I	rivida O	
Template Name	INTL WIRE FODDA CNH TO HK BENE	PREVIEW FOREIGN CL	URRENCY WIRE PAYMENT FROM TEMPLATE	?
Debit Account	987654321 - FCDDA, CNH	PAYMENT INFORMATION		• Reported Fields
Amount *	800.00	Template Name	INTL WHEFTEDDA CNH TO HK BENE	
Amount Type	O Debit Amount O Credit Amount I	Debit Account Amount	SREALIZT - FCDDA, CAN CANH IBULID	
Recipient	EWB Hong Kong Beneficiary	Amount Type	Oxfait Amount	
	ABC STREET Hung Kong	Resignert	EXXII Prans Kong Bereficiary 12345 AdC 578EET Mang Kong	
Bank	EAST WEST BANK HONG KONG SWIFT (International) EWERHINH INTERNATIONAL TINANCE CENTRE 2, SUITE 100 R LOON 11	Bark	EAST WEST BANK HONG KONG SIMIT Toekensional) DWBKRMM MICESIMATIONAL HINAKCE CENTRE 2, Junit Tolm KOGIN 11 HONG KOME HONG KONG, CENNA	
	HONG KONG HONG KONG, CHINA	Recipient Cerrency	Сли	
Recipient Currency	CNH	ADDITIONAL INFORMATION		e
DDITIONAL INFORMATION		Details of Payement	BOOK THANSTER	
Sender's Reference	Entise Sandler's Reference	Charges Approve on Submit	Racipient No	
Details of Parment	BOOK TRANSFER	PAYMENT DATE		e
Channel		Value Date	67/27/0223	
Cran gen	non-permit	Send Date	07/25/0023	
Workflow	Approve on Submit	Trequency	Cire-time Only	
AYMENT DATE			Cancel Edit Payment Submit Payment	
Value Date *	07/27/2023 Get Value Dute			
Prequency *	Onse-Time Only Recurring			
	Cancel Continue			

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment WDQGB2F20A has been successfully created. Total amount CNH 800.00.	Payment Center	
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NOTE - The payment still needs to be approved before it can be processed.

# 2.11 Create Foreign Currency Wire Template (INTL WIRE FCDDA HKD TO HK BENE)

From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	lge <sup>®</sup> Premier	EASTWI	est Bank			
DASHBOARD	ACCOUNTS - PAYMENTS -	TRANSFERS - FRAUD CONTRO	DL - CHECK SERVICES -	REPORTS - ADMINISTRATIO	ON <del>√</del> OTH	
🕐 DA	PAYMENTS				🗹 Edit	
	MANAGE	CREATE WIRE PAYMENTS		PAYMENT TOOLS	•	
ACCOUN	<ul> <li>Payment Center</li> <li>Template Center</li> </ul>	<ul><li>From Template</li><li>Book Wire</li></ul>	<ul><li>Book Wire</li><li>Foreign Currency Wire</li></ul>	Import Profiles	·	1
Checking	Master Recipient List	<ul> <li>Foreign Currency Wire</li> </ul>	US Federal Tax	• Create W	ire Tem	plates –
Test Accou	<ul> <li>Manage Template Groups</li> </ul>	<ul><li>US Federal Tax</li><li>USD Wire</li></ul>	<ul> <li>USD Wire</li> </ul>	• H	Jurrency	vv ne

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient form. Click Full Bank List and search for Bank ID "EWBKHKHH". Select the bank.

CREATE RECIPIENT		* Required Fields	8						
Recipient Name *	EWB Hong Kong Beneficiary	SEARCH FULL BANK LIST						0	8
Recipient ID Type *	Account Number	Bank ID EWBKHKHH	Bank Name Enter Bank Name	City Enter City		Country/Region Select a Country/Region	Search		
Recipient ID *	12345	Bank Name 🔺	Bank ID Type 🔺	Bank ID 🛦	City 🔺	Country/Region 🔺	Action		
Address Line 1 *	ABC STREET	EAST WEST BANK     B FINANCE STREET     TWO INTERNATIONAL FINANCE CENTRE F     CENTRAL	SWIFT (international)	EWBKHKHH	CENTRAL	HONG KONG, CHINA	Selec	ct	
Address Line 2 *	Hong Kong						Shi	ow 10	-
Address Line 3	Enter Address Line 3			Cancel					
Bank *	Select from List	with Bank ID							
	Preferred Bank Lisc Full R	ionk List							
Options	Save to Master Recipient List								
	Add Contact Information								
	Cancel	stinue							

#### Bank information will display. Click Continue. Preview recipient detail and Click Submit.

CREATE RECIPIENT		* Required Fields	0 0
Recipient Name *	EWB Hong Kong Beneficiary	PREVIEW RECIPIENT	★ Required Fields ② S
Recipient ID Type *	Account Number	Recipient Name	EWB Hong Kong Beneficiary
Recipient ID *	12345	Recipient ID Type	Account Number
Address Line 1 *	ABC STREET	Recipient ID	12345
		Address Line 1	ABC STREET
Address Line 2 *	Hong Kong	Address Line 2	Hong Kong
Address Line 3	Enter Address Line 3	Bank ID Type	SWIFT (International) EWBKHKHH
		Bank Name	EAST WEST BANK HONG KONG
Bank *	Select from List Enter Bank Informatio	Address Line 1	INTERNATIONAL FINANCE CENTRE
		Address Line 2	2, SUITE 1108 FLOOR 11
	Remove	Address Line 3	HONG KONG HONG KONG, CHINA
	EAST WEST BANK HONG KONG SWIFT (International) EWBKHKHH INTERNATIONAL FINANCE CENTRE	Save to Master Recipient List	No
	2. SUITE 1108 FLOOR 11 HONG KONG HONG KONG, CHINA	Recipient Contact Information	No
Options	Save to Master Recipient List		Cancel Edit Submit
	Add Contact Information		
	Cancel Co	ontinue	

<form>  VELUXIONUM • readow     Image: Image:</form>	CREATE FOREIGN CUP	RENCY WIRE TEMPLATE			? Male	
<form>  Interview Image: margenetic margen</form>	EMPLATE INFORMATION			• Marte	urred fields	
<form>  Index also In the Control of Contr</form>	Template Activation	O Active	O Inscirve			
	Template Name *	INTE WIRE FCDDA HKD TO HK BENE		PREVIEW FOREIGN CLU Use this page to preview a Foreign Curro	JRRENCY WIRE TEMPLATE	?
Image: set of the set	Debit Account*	12436789 - FCDDA-HKD	<u> </u>	TEMPLATE INFORMATION		Required Fields
	Racipient *	Remove EVNE Hung Rong Beneficiery 12245 ABC Street Hong Kung		Template Activation Template Name Debit Account	Active INTL WIRE FCDDA HKD TO HK BENE 12406769 - FCDDA-HKD	
interprise in it is in a single in the interprise in transform   interprise in the interprise interprise in transform   interprise interpris	Bark	EAST WEST BANK HONG KONG SWITT (International) EWBRYKHH INTERNATIONAL PINANCE CENTRE 2, SUITE 1108 FLOOR 11 HONG KONG HONG KONG, CHINA		Recipient Bank	EWB Kong Kong Beneficiary 1236 ABC Street Hong Kong EAST WEST BANK HONG KONG	
Defendent <ul> <li>Bernerent error</li> <li>Berner</li></ul>	Template Limit	Enter a Template Limit			SWIFT (International) EWBKHKHH INTERNATIONAL FINANCE CENTRE 2, SUITE 1108 FLOOR 11 HONG KONG HONG KONG, CHINA	
<ul> <li></li></ul>	Debit Amount	O Define amount when payment is crea	ted	Debit Amount	Define amount when payment is created	
Ext arrange lage wild be aburged above payments is created		Changeeble amount (can be changed	when payment is created)	Recipient Currency	нкр	
Netwise Not Network Not Network		Exect amount (cannot be changed where the c	en payment is created)	ADDITIONAL INFORMATION		
DUTIONAL INFORMATION  DUTIONAL INFORMATION	Recipient Currency*	HKD Hong Kong Dollar	×	Sender's Reference	Allow change	
Ruding instantion    Add Intermediary Bank     Add Reaving Bank     Beforescentric   Beforescentric    Sender 1: Biscenter Molemania     Sender 1: Biscenter Molemania     Center         Center     Center     Center     Center      Center      Center      Center      Center      Center      Center      Center       Center </td <td>DITIONAL INFORMATION</td> <td></td> <td></td> <td>Charges</td> <td>BOOK TRANSFER Recipient</td> <td></td>	DITIONAL INFORMATION			Charges	BOOK TRANSFER Recipient	
Reference tering     All van dwage when making payments     Extender is Brochne tering payments     Dietel of Fayment        All van dwage when making payments     Dietel of Fayment        Dietel of Fayment        Ald to dwage when making payments     Dietel of Fayment        Dietel of Fayment        Ald to dwage when making payments     Dietel of Fayment        Dietel of Fayment       Ald to dwage when making payments     Dietel of Fayment          Ald to dwage when making payments     Dietel of Fayment          Ald to dwage when making payments     Dietel of Fayment          Ald to dwage when making payments     Dietel of Fayment          Ald to dwage when making payments     Dietel of Fayment          Ald to dwage when making payments       Dietel of Fayment          Ald to dwage when making payments        Dietel of Fayment      Dietel of Fayment	Bouting Instructions	Add Intermediary Bank			Cancel Edit To	nplate Submit Template
Details of Payment     Charges     Charges     Sender to Receiver: Information     Charges     Ours     Charges     Charges     Charges     Detail     Charges         Charges     Charges <td>Reference Info</td> <td>Allow charge when making payment Enter Sender's Reference</td> <td></td> <td></td> <td></td> <td></td>	Reference Info	Allow charge when making payment Enter Sender's Reference				
Sender to Receiver Information Charges Charges Facipient Charges Charge Charge Charge Charge Contenue Charge Contenue Charge Contenue	Details of Payment	Allow charge when making payment BOOK TRANSFER	I	•		
Charges Charges Shared Ours	Sender to Receiver Information	Add Information				
Carcal Continue	Charges	O Recipient	O Shared	O Dars 🕜		
			Cancel	Continue		

Successful Submit Template INTL WIRE FCDDA HKD TO HK BENE has been successfully created.

Now the template is completed, you will be able to use this template to create a payment.

# 2.12 Create Wire Payment from Template (INTL WIRE FCDDA HKD TO HK BENE)

TEMPLATE CENTER Use this page to select template op	tions or review exis	sting templates.		+	<ul> <li>Create a Template</li> </ul>	e 🖶 Print	<b>?</b> He
MANAGE TEMPLATES							
Template Name Enter Template Name		Payment Type Foreign Currency Wire		Template Status All Statuses	*	Search ADVANCED SEARCH	0
Template Name  Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient A Recipient Bank	Amount (l Recipient A	tems) 🔺 mount (Items)	Action
					<ul> <li>VIE</li> </ul>	W LAST MODIFIED BY	•
INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	e EWB China Beneficiary EAST WEST BANK (CHINA	) LTD		•
INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB Hong Kong Benefi EAST WEST BANK HONG	ciary KONG		•
INTL WIRE FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	e EWB Hong Kong Benefi EAST WEST BANK HONG	ciary KONG		

# From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name   Description	Status 🛦 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient A Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						VIEW LAST MODIFIED BY	•
	INTL WIRE FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	EWB Hong Kong Beneficiary EAST WEST BANK HONG KONG		•
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve	Treate Payment Ex	Copy Template	>
						Create Payment	>

Enter the Wire amount. Click 'Get Value Date' or Enter the Value Date. Click Continue. Preview the Wire payment information. Click Submit Payment.

PAYMENT INFORMATION		Required Pields	•
Template Name	INTL WIRE FODDA HIRD TO HIS BENE	PREVIEW FOREIGN CU	JRRENCY WIRE PAYMENT FROM TEMPLATE ?
Debit Account	12436789 - FCDDA-HKD	PAYMENT INFORMATION	Required fields
Amount *	1,300.00	Template Name	INTE, WIRE PCODA HILD TO HIS BETNE
Amount Type	O Debit Amount O Credit Amount to Rec	Debis Account Amount	1240/19 - (CDSA-HRD HRD 1300.00
Reciptern	EWB Hang Kong Beneficiary 12345 ARC Street Hang Kong	Armount Type Recipeent	Debit Amount 1998 Hang Kang Beenfaary 1218 AK Siawa
Barik	EAST INEST BANK HONG KONG SWITT (International EXMEDIATE) INTERNATIONAL FIRANCE CENTRE J. JUNET 181 ACCOUNT	Bark	Here greg EALT 1931 Teacher Hicher (Intel Weith Teacher) (Stationerstein Stationerstein 2, Sunt Tudar KLOR 11 Monde Kulter, Andre KLOR 11 August Lander, Andre KL
Recipient Currence	HKD	Recipient Currency	MKD
		ADDITIONAL INFORMATION	e
ADDITIONAL INFORMATION		Details of Payment	BOOK TRANSER
Sender's Reference	Enter Sander's Reference	Charges Approve on Submit	Response No
Details of Payment	BOOK TRANSFER	PAYMENT DATE	e
Charges	Recipient	Value Date	07724/2023
Workflow		Send Date	07720/2023
	Papa sets set assetts	rrequercy	une i me uny
PAYMENT DATE			Cancel Edit Prymere Schmitt Prymere
Value Date *	07/24/2023 Get Value Date		
Prinquency *	O Crea-Time Cruly O Recurring		
	Cancel Continue		

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment ZFPATNVDKZ has been successfully created. Total amount HKD 1,500.00.	Payment Center
-----------	---	----------------

NOTE: The payment still needs to be approved before it can be processed.

# 2.13 Create Foreign Currency Wire Template (INTL WIRE FCDDA CNH TO CHINA BENE)

From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Bri	dge®Premier			EASTWES	tBank			
DASHBOARD	ACCOUNTS -	PAYMENTS	TRANSFERS -	FRAUD CONTROL	✓ CHECK SERVICES ✓	REPORTS - A	DMINISTRATION - OTH	
🕐 da	TAYMENTS						🗹 Edit	
	MANAGE	•	CREATE WIRE PAYN		CREATE WIRE TEMPLATES	PAYMENT TO	ols 🕒	
ACCOUN	• Payment Center		• From Template		Book Wire	Import Pr	ofiles	
Checking	<ul> <li>Template Center</li> <li>Master Recipient</li> </ul>	List	<ul> <li>Book Wire</li> <li>Foreign Current</li> </ul>	cy Wire	<ul> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> </ul>	Cre	ate Wire Temp	olates –
Test Accou	<ul> <li>Manage Template</li> </ul>	Groups	<ul><li>US Federal Tax</li><li>USD Wire</li></ul>		• USD Wire	• For	eign Currency	Wire

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



#### Complete the Create Recipient form. Click Full Bank List and search for Bank ID "EWBKCNSH". Select the bank.

CREATE RECIPIENT		★ Required Fields	00					
Recipient Name *	EWB China Beneficiary	SEARCH FULL BANK LIST						00
Recipient ID Type *	Account Number	Bank ID EWBKCNSH	Bank Name Enter Bank Name	City Enter City		Country/Region Select a Country/Region	- Search	ן ו
Recipient ID *	54321	Bank Name	Bank ID Type 🔺	Bank ID 🔺	City 🔺	Country/Region 🛦	Action	_
Address Line 1 *	ABC Street	EAST WEST BANK (CHINA) LTD	1	I	1	1		
Address Line 2 *	Bejing, China	JIN MAO TOWER FLOOR 33 88 CENTURY BOULEVARD SHANGHAI 200121	SWIFT (international)	EWBKCNSH	SHANGHA	d CHINA	Select	
Address Line 3	Enter Address Line 3						Shov	v 10 💌
Bank *	Select from List Enter Bank Informa			Cancel				
	Preferred Bank List	Full Bank List						
Options	Save to Master Recipient List							
	Add Contact Information							
	Cancel	Continue						

#### Bank information will display. Click Continue. Preview the Recipient. Click Submit.

CREATE RECIPIENT			★ Required Fields	00					
Recipient Name *	EWB China Beneficiary	PREVIEW RE	CIPIENT	1			* Required Fields	0	8
Recipient ID Type *	Account Number 👻		Recipient Name	EWB China B	eneficiary				
Recipient ID *	54321	R	Recipient ID Type	Account Nun	nber				
Address Line 1 *	ABC Street		Address Line 1	ABC Street					
Address Line 2 *	Bejing, China		Address Line 2	Bejing, China	1				
Address Line 3	Enter Address Line 3		Bank ID Type Bank Name	SWIFT (Interr	national) EWBKCNSH ANK (CHINA) LTD				
Bank *	Select from List	Bank Informa	Address Line 1	JIN MAO TOV	VER				
			Address Line 2	FLOOR 33 88	CENTURY BOULEVARD				
	Demonst		Address Line 3	SHANGHAI C	HINA				
	Keniove	Save to Mast	ter Recipient List	No					
	EAST WEST BANK (CHINA) LTD SWIFT (International) EWBKCNSH JIN MAO TOWER FLOOR 33 88 CENTURY BOULEVARD SHANGHAI CHINA	Recipient Con	tact Information	No	Cancel	Edit	Submit		
Options	Save to Master Recipient List Add Contact Information								

#### Template will be updated. Click Continue. Preview the Template. Click Submit Template.

PLATE INFORMATION			PREVIEW FOREIGN CU Use this page to preview a Foreign Curro	JRRENCY WIRE TEMPLATE	S View History ? Help
Template Activation	O Active	Inective	TEMPLATE INFORMATION		* Required Fields
Template Name *	INTL WIRE FCDDA CNH TO CHINA BENE		Template Activation	Artive	
Debit Account *	987654321 - FCDDA_CNH =		Template Name	INTL WIRE FCDDA CNH TO CHINA BENE	
			Debit Account	987654321 - FCDDA_CNH	
Interpreter -	Remove		Recipient	EWB China Beneficiary 54321 ABC Street	
	54321 ARC Strend			Bejing, China	
	Add, Street Beijing, China		Bank	EAST WEST BANK (CHINA) LTD SWIFT (International) EWBKCNSH JIN MAO TOWER FLOOR 38 RE CATURY BOULEVARD	
Barrik	EAST WEST BANK (CHINA) LTD SWIFT (International) EWBKCNSH			SHANGHAI CHINA	
	FLOOR 33 58 CENTURY BOULEVARD SHANGHAI China		Debit Amount	Define amount when payment is created	
The second second			Recipient Currency	CNH	
Template Limit					
Debit Amount	O Define amount when payment is created		ADDITIONAL INFORMATION		<b>U</b>
	Changeable amount (can be changed when p	aryment is created)	Sender's Reference	Allow change	
	Frant amount transmit he changed when next	mant is creater?)	Details of Payment	Allow change BOOK TRANSFER	
	0		Charges	Recipient	
Recipient Currency *	CNH China Yuan				
DITIONAL INFORMATION				Cancel Edit Template	Submit Template
Routing Instructions	Add Intermediary Bank				
	Add Receiving Bank				
Reference Info	Allow change when making payments				
	Enter Sender's Reference				
Details of Payment	Allow change when making payments				
	BOOK TRANSPER		Đ		
Sender to Receiver Information	Add Information				
	0	Shared	O ours		

#### A successful submit banner will appear.

Successful Submit Template INTL WIRE FCDDA CNH TO CHINA BENE has been successfully created.

Template Center

Now the template is completed, you will be able to use this template to create a payment.

# 2.14 Create Wire Payment from Template (INTL WIRE FCDDA CNH TO CHINA BENE)

Use this page to select template option	ons or review exist	ting templates.		-	Create a Templ	ate 📑 Print	<b>?</b> He
MANAGE TEMPLATES							
Template Name Enter Template Name		Payment Type Foreign Currency Wire	<u></u>	Template Status All Statuses	~	Search ADVANCED SEARCH	0
Template Name  Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient A Recipient Bank	Amount Recipien	t (Items) 🔺 t Amount (Items)	Action
					<ul> <li>✓ v</li> </ul>	IEW LAST MODIFIED BY	•
INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB China Beneficiar EAST WEST BANK (CHIN	y A) LTD		•
INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	EWB Hong Kong Bene EAST WEST BANK HONG	ficiary 5 KONG		•
INTL WIRE FCDDA HKD TO	Approved Active	12436789 FCDDA-HKD	Foreign Currency Wire	EWB Hong Kong Bene EAST WEST BANK HONG	ficiary 5 KONG		

# From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name   Description	Status 🛦 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						VIEW LAST MODIFIED BY	•
	INTL WIRE FCDDA CNH TO	Approved Active	987654321 FCDDA_CNH	Foreign Currency Wire	CHINA BENE EAST WEST BANK (CHINA) LTD		-
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Cre	eate Payment Ex	Copy Template	>
						Create Payment	>

#### Enter the Wire amount. Click 'Get Value Date' or Enter the Value Date. Click Continue. Preview the Wire payment information. Click Submit Payment.

Use this page to create a new Toreign Co	manty Wire payment from template.			f m	
PAYMENT INFORMATION			Required Fiel	. O	
Template Narre	INTE WIRE FODDA CNH TO CHINA BENE		PREVIEW FOREIGN CU	JRRENCY WIRE PAYMENT FROM TEMPLATE	?•
Debit Account	987654321 - FCDDA_CNH		DAVAGENT INFORMATION		Considerable A
Amount *	2,000.00		Transition Transition		- metricerie -
Amount Type	O Debit Amount	Credit Amount to Rea	Debit Account	387554321 - FEDDA, CNH	
Recipient	EWB China Beneficiary		Amount Amount Type	CNH 2,030.00 Dabit Amount	
	54321 ABC Street Bejing Chine		Recipient	EXME China Bernfisiary 9-8221 AGC Street	
Barik	EAST WEST BANK (CHINA) LTD SWIFT (International) EWBKDNSH JIN MAD TOWER FLDDR: 358 CENTURY BOULEVARD		Bark	Bring Uma Ext Technologia Mark (CHNA) LTD Strett Technologia UMIR/COH priori Stream Strett China China Stream Strett China China Stream Strett China China Stream Strett China China Stream	
	SHANGHAI CHINA		Becipient Currency	CNH	
Recipient Currency	CNH		ADDITIONAL INFORMATION		c
ADDITIONAL INFORMATION			Details of Payment	BOOK TRANSPER	
Sender's Reference	Enter Sender's Beference		Charges Approve on Submit	Respect	
		22	PAYMENT DATE		-
Details of Payment	BOOK TRANSFER	<b>H</b>			
Charges	Recipient		Send Date	072242023	
Workflow	Approve on Submit		Trequency	Grav-Tama Only	
PAYMENT DATE				Cancel Edit Payment Submit Payme	KE.
Value Date *	07/27/2023	Get Value Date	U		
Frequency *	O Onse-Timer Only	Recurring			
		Cencel Continue			

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment KHG0IBXKTX has been successfully created. Total amount CNH 2,000.00.	Payment Center
-----------	---	----------------

NOTE: The payment still needs to be approved before it can be processed.

# 2.15 Create Foreign Currency Wire Template (INTL WIRE FCDDA JPY TO JAPAN BENE)

#### From the Payment Center, go to Create Wire Template and select Foreign Currency Wire.

<i>business</i> Brid	ge®Premier			EASTWE	st Bank				
DASHBOARD	ACCOUNTS - PA	YMENTS -	TRANSFERS 🛩	FRAUD CONTROL	L → CHECK SERVICES →	REPOR	TS - ADMINISTI	RATION - OTH	
🕐 DA	PAYMENTS							Z Edit	
ACCOUN	MANAGE	•	CREATE WIRE PAYME	INTS	CREATE WIRE TEMPLATES	•	PAYMENT TOOLS	•	
Checking	Template Center     Master Recipient List     Manage Template Gro	oups	<ul> <li>Book Wire</li> <li>Foreign Currency</li> <li>US Federal Tax</li> </ul>	/ Wire	<ul> <li>Book Wile</li> <li>Foreign Currency Wire</li> <li>US Federal Tax</li> <li>USD Wire</li> </ul>		Create V Foreign	Vire Temp Currency	olates – Wire
Test Accou			<ul> <li>USD Wire</li> </ul>				•		1

Enter Template Name, Select Debit Account and either 'Create New' or 'Select Existing Recipient'.



CREATE RECIPIENT		* Required Fields	0 8						
Recipient Name *	Japan Bene	SEARCH FULL BANK LIST							0 0
Recipient ID Type *	Account Number 💎	Bank ID	Bank Name		City		Country/	Region	
Recipient ID *	23456	Enter Bank ID	Enter Bank I	Name	kyoto		Select a	Country/Region ~	Search
Address Line 1 *	ABC STREET	Bank Name 🔺		Bank ID Type 🔺		Bank ID 🔺	City 🔺	Country/Region 🔺	Action
Address Line 2 *	Kyoto, Japan	BANK OF KYOTO, LTD., THE KARASUMADORI MATSUBARA AGARU SHIMOGYO-RU KYOTO 600-0000		SWIFT (international)		BOKFJPJZ	куото	JAPAN	Select
Address Line 3	Enter Address Line 3	BANK OF KYOTO I TO THE							
Bank *	Select from List Enter Bank In	KARASUMADORI MATSUBARA AGARU SHIMOGYO-KU KYOTO		SWIFT (international)		BOKFJPJZXXX	куото	JAPAN	Select
	Preferred Bank List	Full Bank List							
Options	Save to Master Recipient List								
	Add Contact Information								
	Cancel	Continue							

# Complete the Create Recipient form. Click Full Bank List and search the Recipient Bank. Select the bank.

#### Bank information will display. Click Continue. Preview recipient detail and Click Submit.

CREATE RECIPIENT		* Required Fields ( 🔇	
Recipient Name *	Japan Bene		
Recipient ID Type *	Account Number	PREVIEW RECIPIENT	★ Required Fields
Recipient ID *	23456	Recipient Name	Japan Bene
Address Line 1 *	ABC Street	Recipient ID Type	Account Number
		Recipient ID	23456
Address Line 2 *	Kyoto, Japan	Address Line 1	ABC Street
Address Line 3	Enter Address Line 3	Address Line 2	Kyoto, Japan
		Bank ID Type	SWIFT (International) BOKFJPJZ
Bank *	Select from List Center Bank Information with Ban	Bank Name	BANK OF KYOTO,LTD.,THE
		Address Line 1	KARASUMADORI MATSUBARA AGARU
	Remove	Address Line 2	SHIMOGYO-KU
	BANK OF KYOTO,LTD.,THE SWIFT (International) BOKFJPJZ	Address Line 3	KYOTO JAPAN
	KARASUMADORI MATSUBARA AGARU SHIMOGYO-KU KYOTO JAPAN	Save to Master Recipient List	No
		Recipient Contact Information	No
Options	Save to Master Recipient List		
	Add Contact Information		Cancel Edit Submit
	Cancel Continue		

CREATE FOREIGN CUP Use this page to create a new Foreign C	RENCY WIRE TEMPLATE		? Hulp	
MPLATE INFORMATION			Required Fields	
Template Activation	• Active			
Template Name *	INTL WIRE FCDDA JPY TO JAPAN BENE	PREVIEW FOREIGN CU	URRENCY WIRE TEMPLATE	7
Debit Account *	55667788 - FCDDA JPY	TEMPLATE INFORMATION	• Recu	ired Fields
Recipient *	Remove	Tamplate Artivation	- Anna	
	Jepan Bene 23436 ABC Strevi Kyuto, Jepan	Template Name Debit Account	INTL WRE FCDOA JPY TO JAPAN BENE 55567788 - FCDOA JPY	
Bank	BANK OF KYOTO, ITD., THE SWIFT International BORIPSI KARASUMADOI MATSUBARA AGARU SHIMOOYO-RU SYUTO ARAM	Recipient	Japan Bene 2355 ABC Street Kyoto, Japan	
Template Limit	Enter a Template Limit	Bank	BANK OF KNOTO, LTD, THE SWETT (International) BOK/FJ/2 KANASUMADON MATSUBARA AGARU SHNOTO-FURAN KNOTO Japan	
Debit Amount	O Define amount when payment is created	Debit Amount	Define amount when payment is created	
	Changeable amount (can be changed when payment is created     Exact amount (cannot be changed when payment is created)	Recipient Currency	py.	
		ADDITIONAL INFORMATION		
Recipient Currency*	IPY Japanese Yen 🤟	Sender's Reference	Allow change	
DDITIONAL INFORMATION		Details of Payment Charges	Allow change Recipient	
Routing Instructions	Add Intermediary Bank			
	Add Receiving Bank		Cancel Edit Template Submit Template	
Reference Info	Allow change when making payments Enter Sender's Reference			
Details of Payment	Allow change when making payments Enter Details of Payment	Ð		
Sender to Receiver Information	Add Information			
Charges	Recipient     Shared	O Ours	0	
	Cancal	Continue		

#### Template will be updated. Click Continue. Preview the Template. Click Submit Template.

A successful submit banner will appear.

Successful Submit Template INTL WIRE FCDDA JPY TO JAPAN BENE has been successfully created.

Template Center

Now the template is completed, you will be able to use this template to create a payment.

# 2.16 Create Wire Payment from Template (INTL WIRE FCDDA JPY TO JAPAN BENE)

Use this page to select template options or review existing templates. TEMPLATE CENTER ? не Print MANAGE TEMPLATES Payment Type Template Name Template Status Search Foreign Currency Wire Enter Template Name All Statuses 0 ADVANCED SEARCH Template Name 🔺 Description Status 🔺 Availability Co. Account 🔺 Co. Account Identifier Туре 🔺 Recipient 🔺 Recipient Bank Amount (Items) 🔺 Recipient Amount (Items) Action 0 VIEW LAST MODIFIED BY 987654321 FCDDA\_CNH EWB China Beneficiary EAST WEST BANK (CHINA) LTD INTL WIRE FCDDA CNH TO ... Approved Active Foreign Currency Wire ▼ 987654321 FCDDA\_CNH EWB Hong Kong Beneficiary EAST WEST BANK HONG KONG INTL WIRE FCDDA CNH TO... Approved Active Foreign Currency Wire • Approved Active 12436789 FCDDA-HKD EWB Hong Kong Beneficiary EAST WEST BANK HONG KONG INTL WIRE FCDDA HKD TO ... Foreign Currency Wire 

#### From Template Center, select the wire template created.

Click the drop-down option and select Create Payment, or you can check the box to the left of the template and Click Create payment on the bottom menu.

	Template Name 🔺 Description	Status 🔺 Availability	Co. Account 🔺 Co. Account Identifier	Туре 🔺	Recipient 🔺 Recipient Bank	Amount (Items) 🔺 Recipient Amount (Items)	Action
						VIEW LAST MODIFIED BY	•
	INTL WIRE FCDDA JPY TO	Approved Active	55667788 FCDDA_JPY	Foreign Currency Wire	Japan Bene BANK OF KYOTO,LTD.,THE		•
Show	/ Hide Columns					Edit Template	>
		Reject	Delete	Approve Crea	te Payment Ex	Copy Template	>
						Create Payment	>

#### Enter the Wire amount. Click 'Get Value Date' or Enter the Value Date. Click Continue. Preview the Wire payment information. Click Submit Payment.

CREATE FOREIGN CUR	RENCY WIRE PAYMENT FROM TE	EMPLATE		? **	
PAYMENT INFORMATION			• Required Fields	•	
Template Narre	INTL WIRE FCODA JPY TO JAPAN BENE		PREVIEW FOREIGN CU	JRRENCY WIRE PAYMENT FROM TEMPLATE	? "
Debit Account	55667788 - FCDDA_JPY		PAYMENT INFORMATION		• Required Fields
Amount *	5,000.00		Template Narree	INTE WIRE FCDDA JPY TO JAPAN BENE	
Amount Type	O Debit Amount	Credit Amount to Re	Debit Account	35667788 - FCDDA JIPY	
Recipsort	Japan Berna 23456 ABC Street Kyoto, Japan		Amount Amount Type Recipient	(PT 5.050.00) Debt Amount Japan Bree 23456	
Barik	BANK OF KYOTO, LTD, THE SWIFT (International) BOX(19)2 KARASUNADORI MATSUBARA AGARU SHIMOSYO-KU KYOTO JAPAN		Bark	ARE DOWN'T Rynkin, Spurm BANK OF NOTOL 10, 110, 110 BANK OF NOTOL 10, 110, 110 BANK OF NOTOL 10, 100 BANK OF N	
Recipient Currency	איון		Becipient Currency	pr	
			ADDITIONAL INFORMATION		0
ADDITIONAL INFORMATION	т		Charges	Recipient.	
Sender's Beference	Enter Sender's Reference		Approve on Submit	No	
Datais of Romant	Entre Datails of Barmant		PAYMENT DATE		0
and a replace			Value Date	07/24/2023	
Charges	Respent		Send Date	07/20/2023	
Workflow	Approve on Submit		Prequency	Cree-Time Only	
PAYMENT DATE				Carcal Edit Payment Submit Pay	NUMBER,
Velue Date *	07/24/2023	Set Value Date			
Proquency *	O Grise-Tiemee Orshy	curring			
	Ca	encel Continue			

#### A successful submit banner will appear.

$\oslash$	Successful Submit Payment I40AJ2QXZO has been successfully created. Total amount JPY 5,000.00.	Payment Center
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NOTE: The payment still needs to be approved before it can be processed.

# Appendix A – Requirement for Foreign Currency Wire Transfer to China

This is only applicable when transferring China local currency to China [CHN/CNY]

1. Purpose of Payment Example

Business Type	Purpose Code	Definition
Cross-border goods trade	/CGODDR/	Goods/Trade
Cross-border capital transfer	/CCTFDR/	Capital Account
Cross-border Service Trade	/CSTRDR/	Service Trade
Other	/COCADR/	Other Account Transaction

- 2. Documentation required for release of funds to China Beneficiary
  - Supporting documentation is required from the beneficiary. Any discrepancy in the supporting documents can delay the release of funds.
  - Beneficiary should provide the documentation to their local branch (where the account is domiciled).
  - Beneficiary can provide the documentation to their local branch as soon as the payer confirms the initiation of the transfer.

#### 3. Beneficiary Full Address

Full beneficiary name and full address is required.

#### Example of address:

•	
CREATE RECIPIENT	
Recipient Name *	China Recipient Name
Recipient ID Type *	Account Number
Recipient ID *	546272727
Address Line 1 *	No. 38 Xonghe Rd
Address Line 2 *	Daya Dist, Taichung City
Address Line 3	Taiwan (R.O.C.)

#### 4. Beneficiary Bank

Full beneficiary bank and full detailed address is required. Example of address:



# Appendix B – East West Bank SWIFT Codes

EAST WEST BANK US	EWBKUS66
EAST WEST BANK HONG KONG	ЕШВКНКНН
EAST WEST BANK CHINA	EWBKCNSH

# Appendix C – Value Date Definition and Future Date Restrictions

Value Date -The date on which a wire transaction is expected to be settled. The value date is calculated based on the currency of the wire payment.

Future Date - Book Wires, Domestic USD and USD International Wires may be Future Dated up to 30 Days in the future.

Foreign Currency Wires may be Future Dated up to 7 days in the future.

# Appendix D – Charge Bearer

Indicates to which party the wire is responsible for paying any related fees.

Options are as follows:

- Shared The fees are shared between the originator and the receiver.
- Ours The originator of the wire pays all fees.
- Recipient The receiver of the wire pays all fees.

# Contact

For any questions, please contact Global Transaction Services Customer Service at 888.761.3967, Monday through Friday, 6:00 AM to 7:00 PM PT, or email GTS Customer Support at <u>ewbb@eastwestbank.com</u>.