

business Bridge® Premier Business Online Banking User Guide

ACH File Import

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Import Profiles

Import profiles is a quick and easy tool to enter your payments and recipients' information into the system.

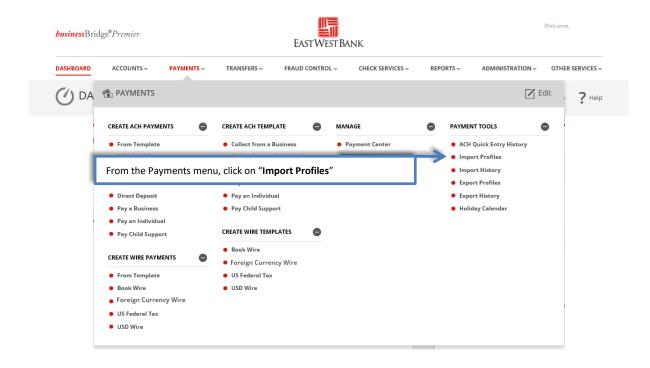
Payment files come in a number of different forms, each with its nuanced details. The import profile provides a mapping to the system on where to find the important information within your file. After the import profile is created, you can then upload your file to the corresponding import profile.

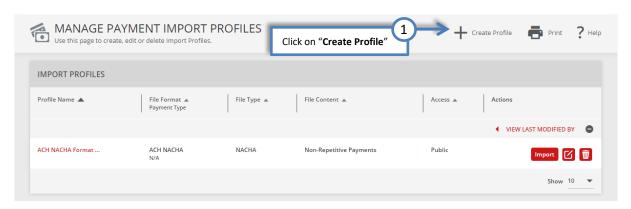
NACHA File

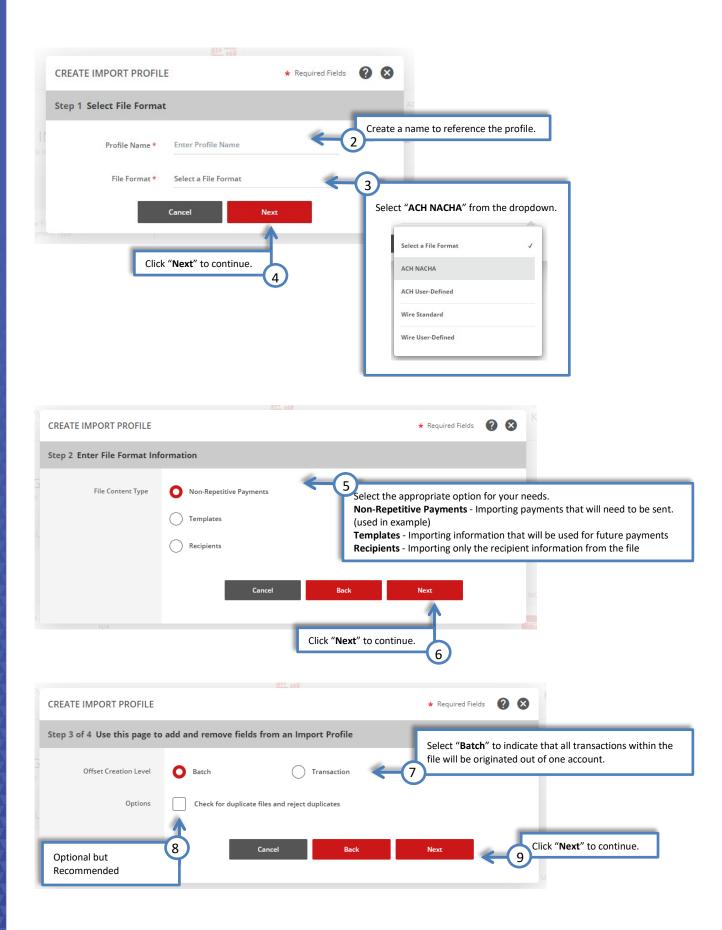
Create ACH NACHA Import Profile

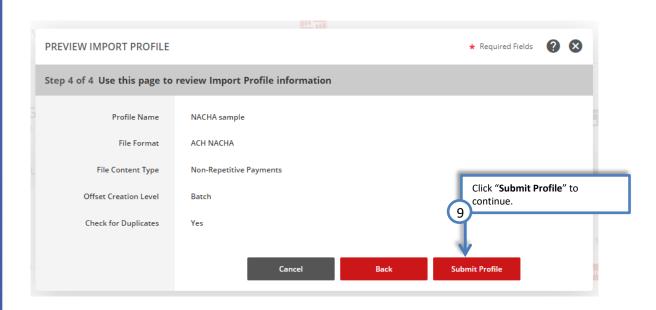
NACHA is an industry standard format. Banks may have different requirements, please reference our NACHA Specifications guide or contact us for additional assistance.

Displayed options may vary depending on your company's enrolled services and individual user's access.



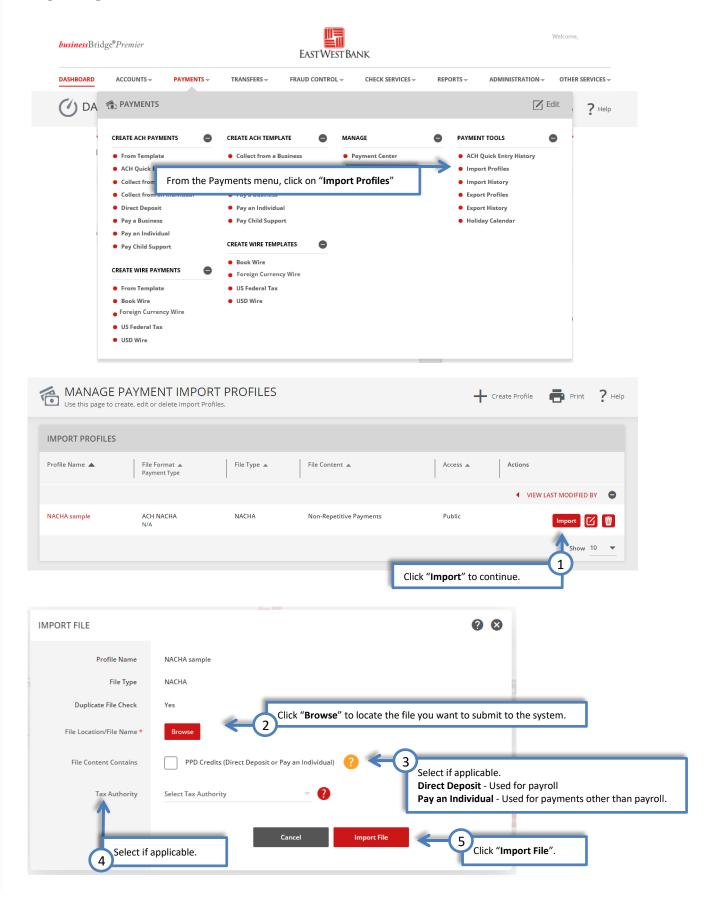


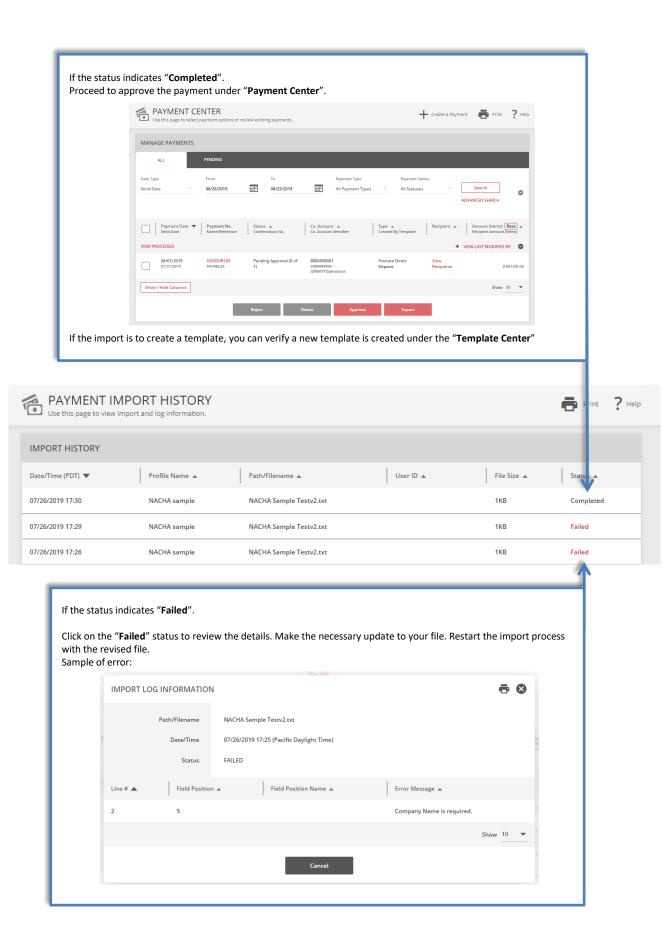






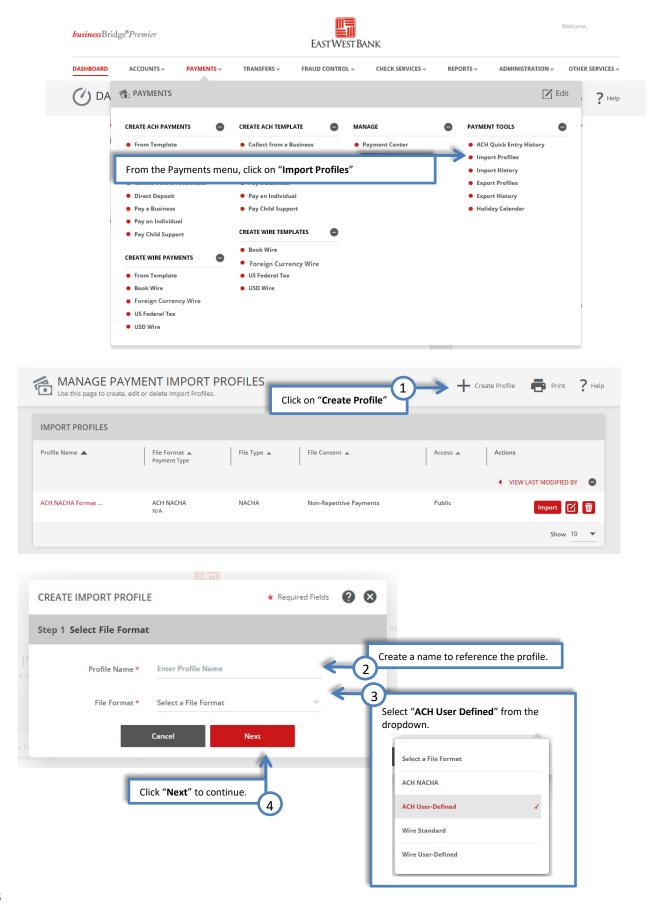
Importing an ACH NACHA File

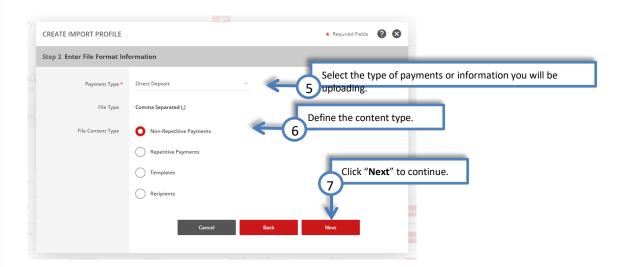


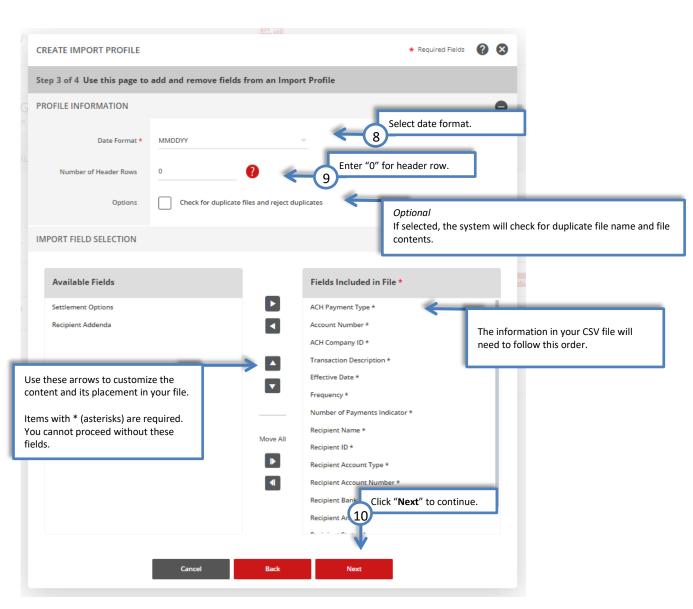


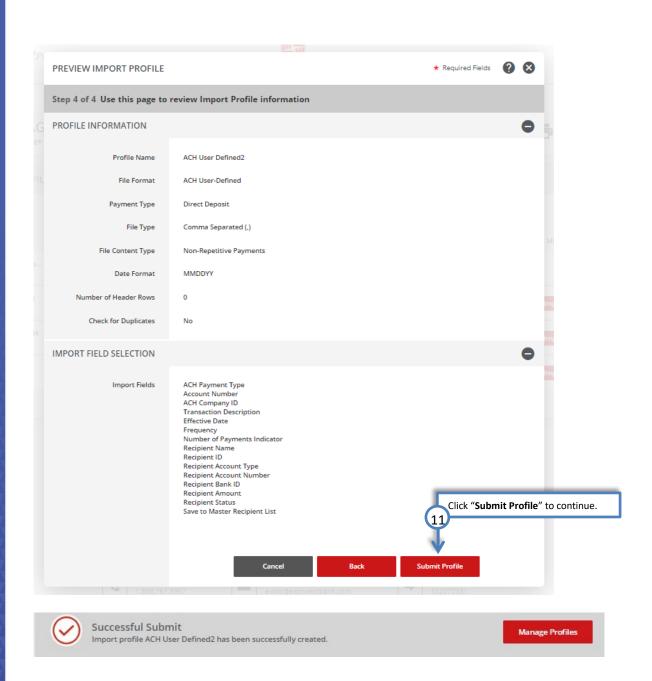
User Defined (.CSV) File

Creating an ACH User Defined Profile

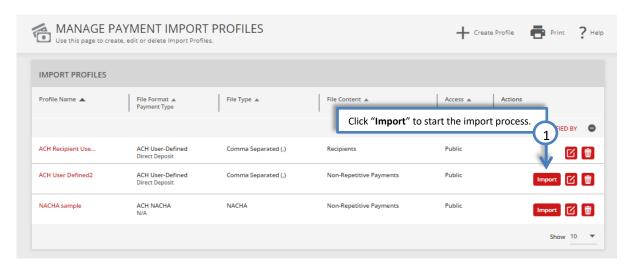


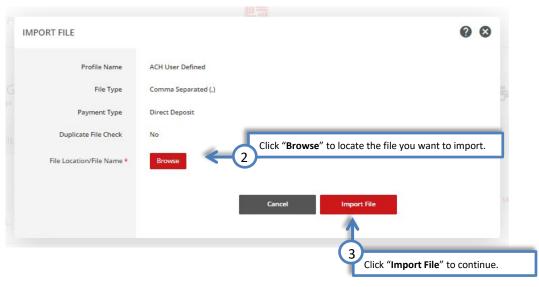


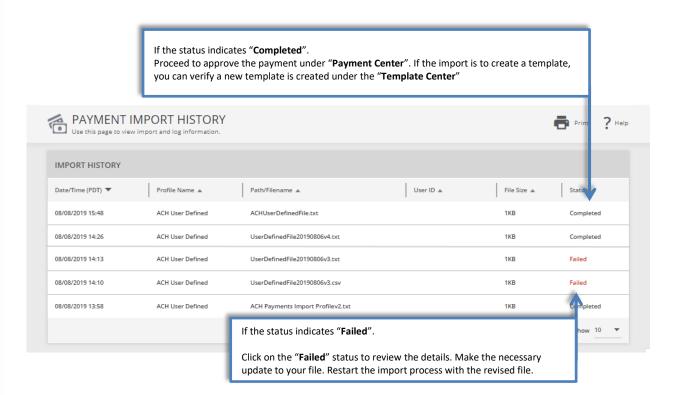




Importing an ACH NACHA File







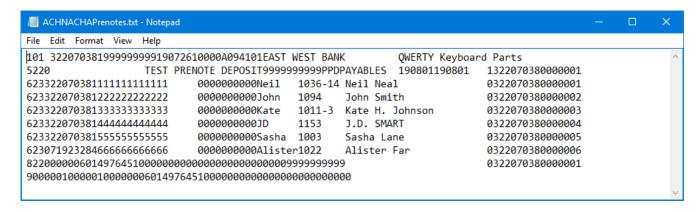
Sample Files

Payment files come in a number of different forms, each with its nuanced details. The below samples are provided as a general example of the layout and information.

We're here to help. Please contact our Business Customer Service Department at (888) 761–3967, Monday through Friday, 6:00 AM to 7:00 PM PT.

NACHA

Please refer to the ACH NACHA File Specifications Guide for additional information.



User Defined

