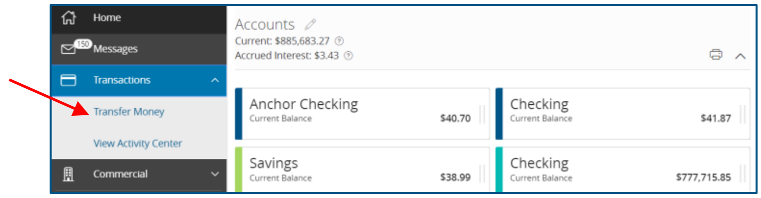
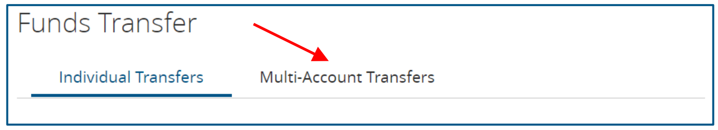
Multi-Transfers

Transfer Funds

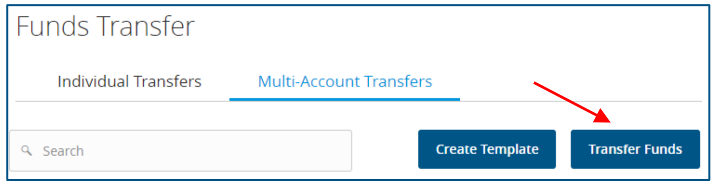
1. Select ‘Transactions’ and then select ‘Transfer Money’.



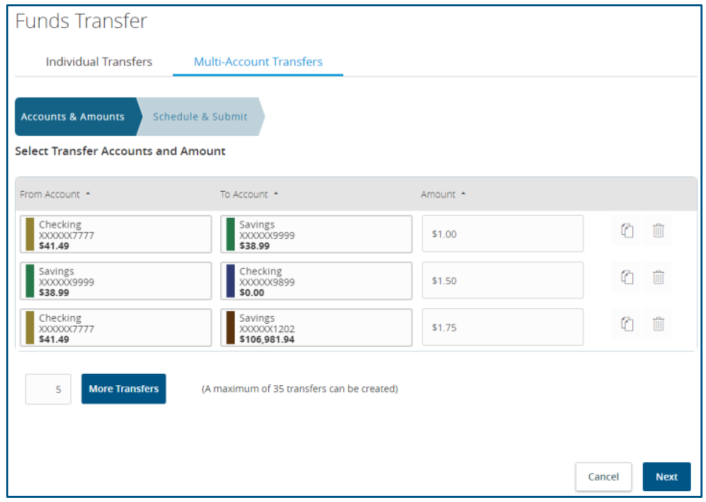
2. Select the ‘Multi-Account Transfers’ tab.



3. Select ‘Transfer Funds’.



4. Enter the total number of funds transfers you would like to create. (A maximum of 35 transfers can be created)
5. Select the ‘From Account’ and ‘To Account’ for each transfer.
6. Enter the ‘Amount’ for each transfer.
7. Select the ‘More Transfers’ box to open additional funds transfers.
8. Select ‘Schedule & Submit’ in the workflow ribbon or ‘Next’ at the bottom of the page.



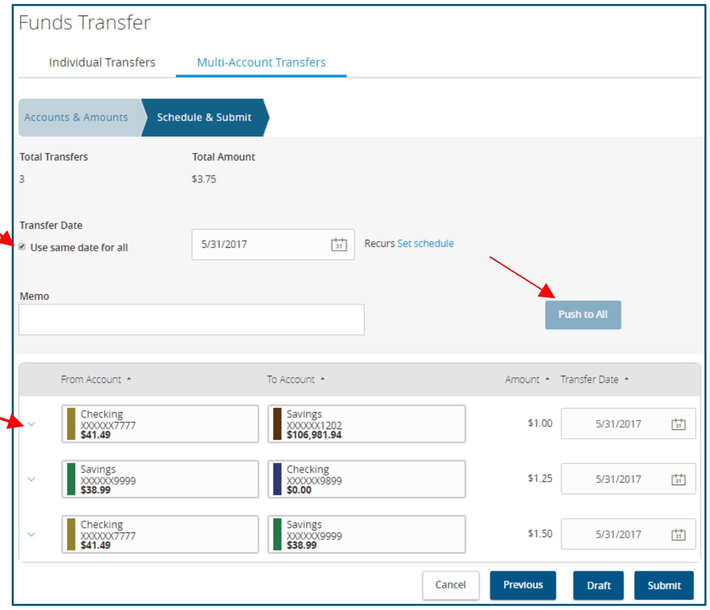
Questions? We can help!
Phone: 866-265-9195
Email: TreasuryManagement@CamdenNational.com

9. Designate the 'Transfer Date' for all transactions.

NOTE: Transfer Date can be selected as the same date for all transactions by selecting the check box next to 'Use same date for all'.

10. Enter an optional memo for the transactions (if needed).

NOTE: The same memo verbiage can be used for all transfers by entering text into the 'Memo' field and selecting the check box next to 'Push to all'. Alternatively, you may expand each transaction by clicking the ⌄ icon next to the transaction and entering the memo accordingly.

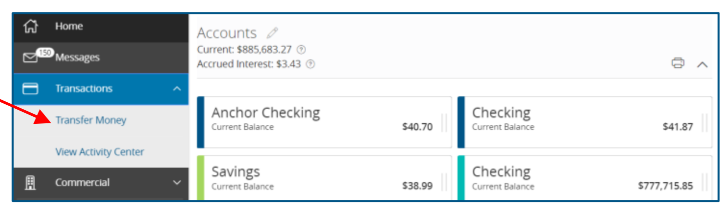


11. Review the information on the screen for accuracy and then select 'Submit' to authorize the transfers or 'Draft' to only draft them.

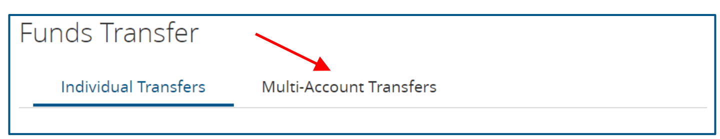
NOTE: The ability to click 'Submit' is dependent upon your entitlements within TreasuryLink. If you can only draft, an Administrator will need to approve the transfers before they can be processed by Camden National Bank.

Transfer Templates

1. Select 'Transactions' and then select 'Transfer Money'.

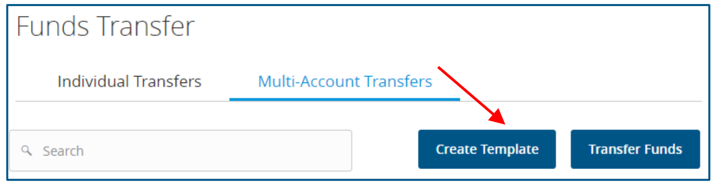


2. Select the 'Multi-Account Transfers' tab.

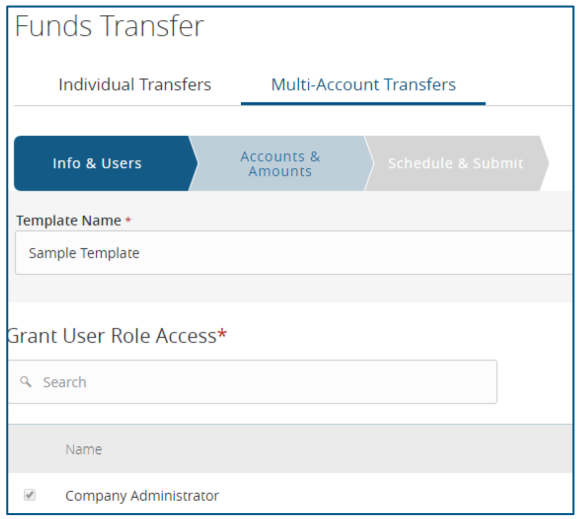


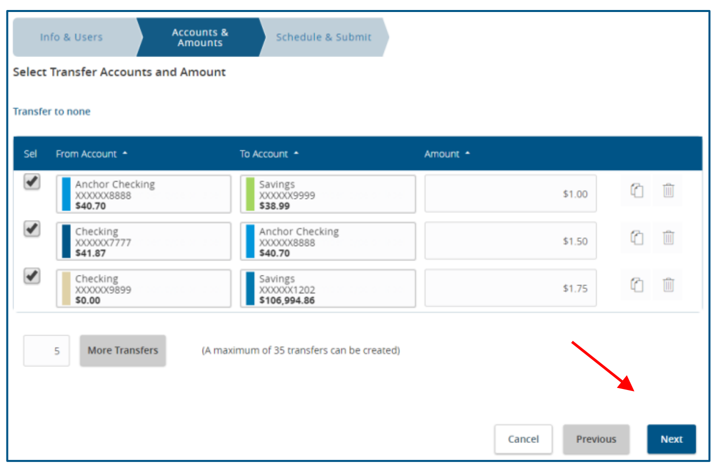
3. Select 'Create Template'.

4. Enter your 'Template Name'.
5. Select the user(s) who should have access to the template by checking the box next to each name listed.
6. Select 'Accounts & Amounts' in the workflow ribbon or 'Next' at the bottom of the page



7. Enter the total number of funds transfers you would like to create. (A maximum of 35 transfers can be created)
8. Select the 'From Account' and 'To Account' for each transfer.
9. Enter the 'Amount' for each transfer.
10. Select the 'More Transfers' box to open additional funds transfers.
11. Select 'Schedule & Submit' in the workflow ribbon or 'Next' at the bottom of the page.





12. Designate the ‘Transfer Date’ for all transactions.

NOTE: Transfer Date can be selected as the same date for all transactions by selecting the check box next to ‘Use same date for all’.

13. Enter an optional memo for the transactions (if needed).

NOTE: The same memo verbiage can be used for all transfers by entering text into the ‘Memo’ field and selecting the check box next to ‘Push to all’. Alternatively, you may expand each transaction by clicking the icon next to the transaction and entering the memo accordingly.

14. Review the information on the screen for accuracy and then select ‘Save’.