Modifying a Recurring ACH Transfer

1. Log in to Business Online Banking





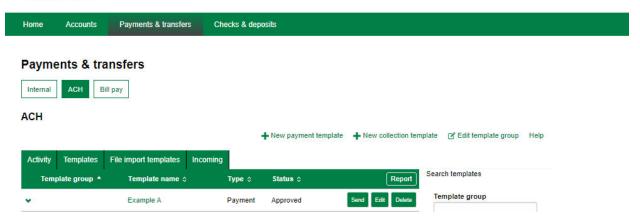
2. Select Payments & transfers





3. Select ACH and locate the Recurring ACH Template in the Templates List.





4. Click Edit for the Recurring ACH. Modify the information that needs to be modified. Once all modifications are completed, hit the Save button. This will save the updated information for all future recurring ACH transfers