



Print Checklist: File Transfer Facility

FTF Overview

The screenshot shows the BMO Harris Bank website interface. At the top, there is a navigation bar with links for Home, Account Information, Payments & Receivables, Investments & Trading Products, Administration & Preferences, and Solutions & Resources. A search bar is located on the right side of the navigation bar. Below the navigation bar, there is a sidebar on the left with a list of menu items, including Account Info, Balance Report, Cash Concentration, Check Imaging, Details Online -Cards, Cheque Imaging, Direct Cheque / FACS, eStatements, ERD, File Transfer Facility (highlighted with a red box), Recon Management, and Web Image Retrieval. The main content area is titled "Account Information" and features a line graph showing an upward trend. Below the graph, there are four columns of text: "Account Information Service Overview", "Flexible Online Reports", "Multiple Connectivity Options", and "Hybrid Reporting Solutions".

Use File Transfer Facility (FTF) to:

- Transfer files (such as ACH or Account Reconciliation) securely to and from the bank.
- View sent and received files for up to 30 days following the transmission.

Send a File

The screenshot shows the BMO Financial Group website interface. At the top, there is a navigation bar with the BMO logo and the text 'BMO Financial Group' and 'BMO Harris Bank'. A search bar contains the text 'What is a wire payment?' and an 'Ask Us' button. Below the navigation bar, there are several tabs: 'Home', 'Account Information', 'Payments & Receivables', 'Investments & Trading Products', 'Administration & Preferences', and 'Solutions & Resources'. The 'Account Information' tab is selected. On the left side, there is a sidebar menu with various options: 'Balance Report', 'Cash Concentration', 'Check Imaging', 'Details Online -Cards', 'ERD', 'E-statements', 'File Transfer Facility' (which is expanded to show 'Company Transmission Summary', 'Send File', 'Receive Files', 'File History', and 'Nickname Administration'), and 'Recon Management'. The 'Send File' option is highlighted. In the main content area, there is a 'Send File' section with three input fields: 'Product' (set to 'ACH'), 'Document' (set to 'HAR_ACH_ORIG_CR'), and 'File to send:' (set to 'C:\fakepath\000005d.txt'). A 'Send File' button is located to the right of the 'File to send:' field. At the bottom left, there are links for 'Privacy | Legal | Security'.

To send a file:

1. Go to **Account Information > File Transfer Facility > Send File.**
2. In the **Product** field, select a product from the drop-down menu.
3. In the **Document** field, select a file type.
4. In the **File to send** field, enter the path and filename of the file to send. Click the button on the right of the field to browse for a file on the computer.
5. Click **Send File.**

View a List of Unread Files Received from the Bank Today

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What is a wire payment? [Ask Us](#)

Home | **Account Information** | **Payments & Receivables** | **Investments & Trading Products** | **Administration & Preferences** | **Solutions & Resources**

Account Information Print Help

Receive Files

Product: Period:
 Document: Nickname:
 Selection: Tracking ID:

Currently viewing items 1 - 7 of 7 Page: 1

	Product	Document	Nickname	Date/Time(ET) YYYY-MM-DD	Status	Tracking ID	View
<input type="radio"/>	EFT	BMO_EFT_RPT	Toronto Payroll	2010-Oct-20 13:10		3451234	
<input type="radio"/>	ARP	BMO_ARP_RPT	Account Reconciliation f...	2010-Sep-20 13:10		3456789	
<input type="radio"/>	WLBX	BMO_WLBX_RPT		2010-Aug-10 12:08		7654489	
<input type="radio"/>	ACH	HAR_ACH_NACHA_FILE	Payroll File for Dallas group	2010-Oct-28 13:16		3452345	
<input type="radio"/>	SAFEK	HAR_SFE_FILE	Safekeeping	2010-Aug-20 09:10		8765469	
<input type="radio"/>	RLBX	HAR_RLBX_FILE	My ###1234 Retail Lockb...	2010-Sep-01 15:08		8765467	
<input type="radio"/>	WLBX	HAR_WLBX_LDT_FILE	Wholesale Lockbox File	2010-Oct-15 17:17		8765873	

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Users must verify receipt of incoming files and confirmations through the FTF module.

To view a list of unread files received from the bank today, go to **Account Information** tab > **File Transfer Facility** > **Receive Files**.

View a History of Sent and Received Files

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What is a wire payment? [Ask Us](#)

Home | **Account Information** | **Payments & Receivables** | **Investments & Trading Products** | **Administration & Preferences** | **Solutions & Resources**

Account Information Print Help

File History

Product: Period:
 Document: Nickname:
 Selection: Tracking ID:

Currently viewing items 1 - 7 of 7 Page:

	Action	Product	Document	Nickname	Date/Time(ET) YYYY-MM-DD	Status	Tracking ID	View
<input type="radio"/>	Sent	EFT	BMO_EFT_60	Toronto Weekly EFT...	2010-Sep-13 10:10		9873247	
<input type="radio"/>	Received	ARP	BMO_ARP	Montreal Reconciliation	2010-Sep-03 09:17		762345	
<input type="radio"/>	Sent	ACH	HAR_ACH_ORIG_CR	ACH Credit File	2010-Oct-30 16:23		6123673	
<input type="radio"/>	Received	ACH	HAR_ACH_NACHA_FLE	Payroll File for Dalla...	2010-Oct-28 13:16		3452345	
<input type="radio"/>	Received	EFT	BMO_EFT_RPT	Toronto Payroll	2010-Oct-20 13:10		3451234	
<input type="radio"/>	Sent	AR	HAR_AR_240		2010-Oct-15 17:17		23465438	
<input type="radio"/>	Received	ARP	BMO_ARP_RPT	Account Reconciliati...	2010-Sep-20 13:10		34567889	

If you would like to request a report older than 30 days, please complete the [request form](#).

Privacy | Legal | Security

To a view a history of sent and received files, go to **Account Information** tab > **File Transfer Facility** > **File History**.