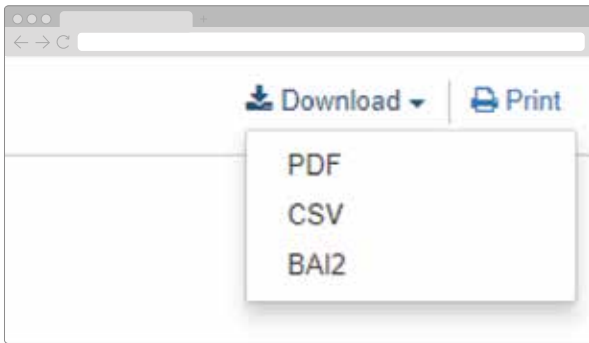


# TREASURY MANAGEMENT

## QUICK REFERENCE GUIDE

### BAI2 FILE DOWNLOAD



### DOWNLOADING A BAI2 FILE

REPORTING • RUN REPORT • REPORT DETAILS

1. Select and run the desired report.
2. Select **Download** on the Report Details page.
3. Select **BAI2** and open or save the file to your computer.

 **TIP: The BAI2 standard format displays the full account number for all accounts included in the report.**

The following reports are available for BAI2 format download:

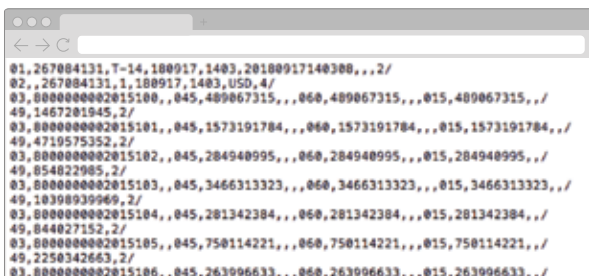
- Current Day Balance
- Current Day Transaction
- Prior Day Balance
- Prior Day Transaction

 **TIP: The BAI2 download option will be available for all company users having reporting entitlements for the reports selected on this screen.**

### BAI2 FILE STRUCTURE

BAI2 files contain the following three levels of data:

1. **ACCOUNT:** Includes balance and transaction data for a single account.
2. **GROUP:** One or more account levels. All information in the group is for the same date and time.
3. **FILE:** Combines groups for transmission. Can have different dates and times.



### SAMPLE BALANCE REPORT: STATUS CODES WITHIN THE BALANCE REPORT

- 45 (Collected Balance)
- 15 (Closing Ledger Balance)
- 60 (Current Available Balance)

```
01,267004131,T-14,180917,1420,20180917142036,,,2/
02,,267004131,1,180917,1420,USD,2/
03,0000000002015100,USD,,,/
16,399,095623,,,,Deposit
16,475,4262,,,,Check
16,475,89723,,,,Check
49,909600,5/
03,0000000002015101,USD,,,/
16,399,2598630,,,,Deposit
16,475,1270,,,,Check
16,475,25000,,,,Check
49,2624900,5/
03,0000000002015102,USD,,,/
16,399,568910,,,,Deposit
16,475,45912,,,,Check
16,475,58123,,,,Check
49,672945,5/
```

**SAMPLE TRANSACTION REPORT:  
STATUS CODES WITHIN THE TRANSACTION REPORT**

- All uniform BAI Activity Summary and Transaction codes will be included.