Fulton Bank | CASH MANAGEMENT GROUP

BOSS Online Banking – User Guide
ACH Payroll – Split Payments

BOSS Online Banking has enhanced the ACH Payroll payments application. Users will have access to split a Payroll payment between multiple receiving accounts.

Adding a 2nd account to a beneficiary

Once a user has completed the steps to add a new ACH Payroll Payment in BOSS, they will be given the option of adding a 2nd account for a beneficiary. Please see the steps below on how to add a 2nd account located in the **beneficiary information** of an ACH Payroll Payment.
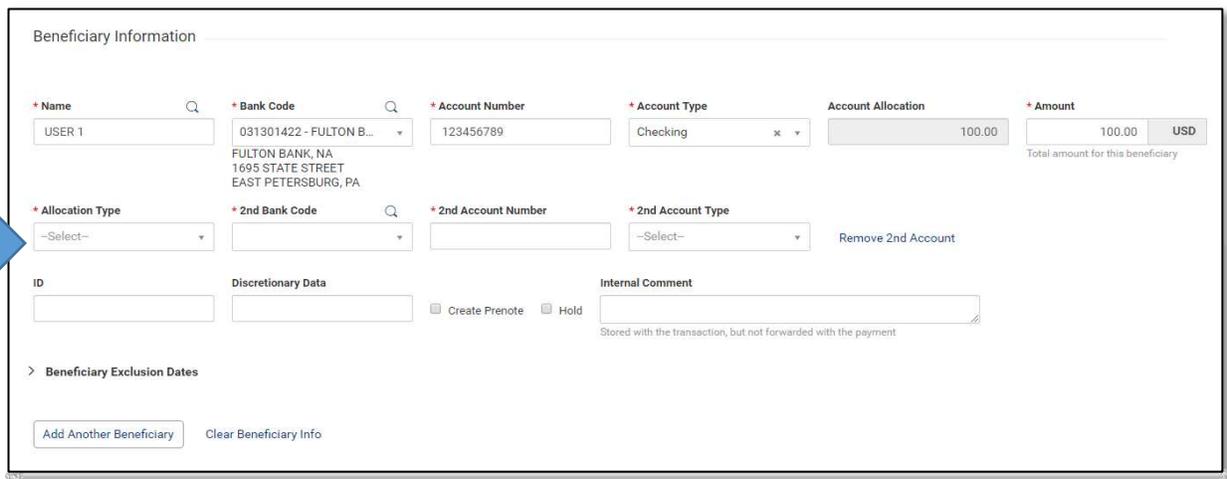
- Enter the beneficiary **Name**, **Bank Code**, **Account Number**, **Account Type**, and **Amount**

- Click on **Add 2nd Account**

Once the 2nd account has been selected, the user will be provided additional options to complete.
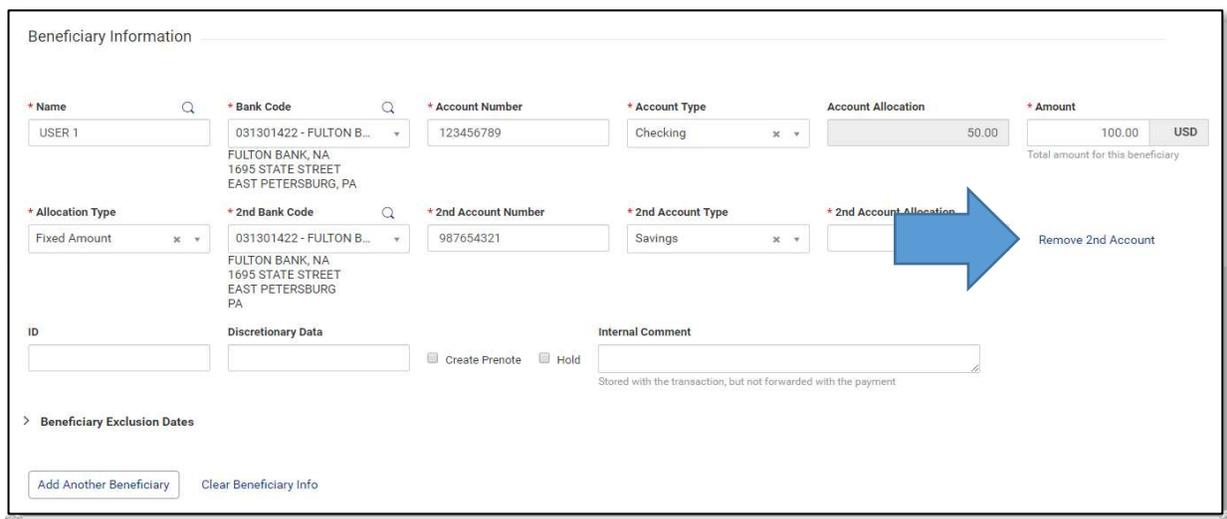
- Select the **Allocation Type** from the drop-down option
- Select the **2nd Bank Code**
- Enter in the **2nd Account Number**
- Select the **2nd Account Type**
- Enter in the **2nd Allocation Amount**

Users will also be given the option to remove the 2nd account if needed.

Note: Users would be able to repeat this process for additional beneficiaries in the same batch.