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» Large transfers (Copy of an existing file)

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When you select this option, fields will appear that you will need to fill out in order to begin copying the file:

1. Type of movement

- You must choose one of the following options from the list:
 - Single withdrawal/Multiple deposits
 - Single withdrawal/Single deposit

When you click on the "Continue" button, a window will appear on which you must make your selection (using the "File Name" link), or by searching for the file that you wish to copy.

- Single withdrawal/Multiple deposits
- Single withdrawal/Single deposit

- You must then complete the following fields:
 - For the → Single withdrawal/Multiple deposits option
 - Name of the new file
 - Date
 - Sequential
 - Additional options → Erase the amounts from the File records.
 - For the → Single withdrawal/Single deposit option
 - Name of the new file
 - Additional options → Erase the amounts from the File records.

- Finally, you must click on the "Save" button so that the system sends it to the Payment Detail screen.