

# Wire Transfer Request

**Originator:** Circle one: **In Person Fax** **E Mail** **Loan Proceeds**

Member's Name: \_\_\_\_\_ Account No. \_\_\_\_\_ Date & Time: \_\_\_\_\_

Address: \_\_\_\_\_

DL State, # & Exp. Date (In Person) \_\_\_\_\_ Secure Phone Number (fax/mail): \_\_\_\_\_

Purpose of Payment: \_\_\_\_\_

**Receiving Institution:**

ABA/Routing #: \_\_\_\_\_

Swift Code (Int'l): \_\_\_\_\_

Name: \_\_\_\_\_

City and State: \_\_\_\_\_

**Further Credit:**

ABA/Routing #: \_\_\_\_\_

Swift Code (Int'l): \_\_\_\_\_

Name: \_\_\_\_\_

City and State: \_\_\_\_\_

**Final Credit:**

Name: \_\_\_\_\_

Account #: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Additional Info/Reference: \_\_\_\_\_  
\_\_\_\_\_

Wire Amount \$ \_\_\_\_\_ + Fee: \$20.00 = Total \$ \_\_\_\_\_ Processed \_\_\_\_\_  
(International Wire fee \$35.00)

**REMITTER AUTHORIZATION**

The undersigned authorizes the Credit Union to initiate the transfer of funds and charge the account indicated. The Credit Union is released from all responsibility, obligation, and/or costs associated with other banks actions, fees, or failure to deliver funds. I hereby accept and understand that any fees, charges, or commissions levied by correspondent banks with respect to this transaction are the responsibility of the Remitter, the Beneficiary, or Both.

\_\_\_\_\_  
**Member signature**

\_\_\_\_\_  
**Employee Signature**

If Faxed or Mailed Request – Signature must be verified in Onbase \_\_\_\_\_ (initial here)

\*\*\*\*\*FOR OFFICE USE ONLY\*\*\*\*\*

**Email Support and Jim:** \_\_\_\_\_

**Member Verification:**

Method of identification: 1. \_\_\_\_\_ 2. \_\_\_\_\_

**Employee performing call back verification (sign):** \_\_\_\_\_ **Date & Time:** \_\_\_\_\_

Collected Funds (Share type or Loan Proceeds) \_\_\_\_\_ OFAC \_\_\_\_\_

Date of Secure Number: \_\_\_\_\_ Funding Op No (Loan Proceeds) \_\_\_\_\_ App Officer (Loan Proceeds) \_\_\_\_\_

**Entered into Catalyst by:** \_\_\_\_\_ **Date & Time:** \_\_\_\_\_

**Verification Done By:** \_\_\_\_\_ **Date & Time:** \_\_\_\_\_