

## Outgoing Domestic Wire Transfer Request

### CUSTOMER/REQUESTING PARTY INFORMATION

Requestor/Originator: \_\_\_\_\_ Account #: \_\_\_\_\_  
 Wire Requested:  In Person  By Email  
 Company Name (if applicable): \_\_\_\_\_  
 Address: \_\_\_\_\_  Address on file  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I understand that once a funds transfer request has been processed, the funds will have been permanently transferred to the beneficiary and that a stop payment order will be impossible. This request represents an agreement only between the undersigned and the bank, which has no obligations other than to wire transfer the funds in accordance with the information contained in this request. I understand that wire transfer requests are handled expeditiously, but there is no guarantee this request will be completed in any specific time period and may be revised or declined if found to contain inaccurate data or be in violation of any laws or regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Printed Name: \_\_\_\_\_

**ID Verification – For Bank Use Only**  
 SS#: \_\_\_\_\_ DOB: \_\_\_\_\_ Personal Knowledge: \_\_\_\_\_  
 Other: \_\_\_\_\_  
 Person Verifying: \_\_\_\_\_

### OUTGOING WIRE TRANSFER ROUTING & BENEFICIARY INFORMATION

Instructions attached separately

Bank Name: \_\_\_\_\_ ABA/Routing Number: \_\_\_\_\_  
 Account Number: \_\_\_\_\_ or PUPID/Instructions: \_\_\_\_\_  
 Beneficiary (Payee): \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Type of Account:  Beneficiary Account Number  Loan Account Number  
 Further Credit To: \_\_\_\_\_  
 Reference #, Loan # or other info: \_\_\_\_\_

Secondary/Intermediary Bank (if applicable): \_\_\_\_\_ ABA/Routing Number: \_\_\_\_\_  
 Account Number or Instructions: \_\_\_\_\_

### FUNDING INFORMATION

Amount of Wire: \_\_\_\_\_ Fee Amount: \$30 Total: \_\_\_\_\_  
 Method of Payment:  Debit Account  Check  Loan Funds  Cash  Other: \_\_\_\_\_

**Processing Confirmations and Information – For Wire Department Use Only**

Date Received: _____	Prepared By: _____
WTF Created By: _____	Balance Verified & Funds Held _____ ID Verified: _____
WTF Verified By: _____	OFAC Checked: _____ Entries Made: _____
Approving Officer: _____	If loan funding, Approving Lender: _____