



# Outgoing Wire Transfer Request Form

Member Information (all fields are required)	
Member Account Number: ~	Share Account To be Debited (check one) ~ Shares      ~ Share Draft      ~ Money Market
Member Name: ~	Email Address: ~
Street Address: ~	
City, State, Zip: ~	
Home Phone (with area code): ~	Work/Cell Phone (with area code): ~

Wire Information (unless otherwise stated, all fields required)
Amount of Money to be Wired \$ ~
+ Wire Fee (\$10.00 domestic / \$30.00 international) \$ ~
= Total amount to be withdrawn from Account \$ ~

Receiving Account Information
Name: ~
Address: ~
Account Number: ~
Financial Institution (FI) Name: ~
ABA Routing Number(domestic wires) or IBAN (European Countries) and SWIFT code (International wires): ~
City/State of FI (if known): ~
If Your Financial Institution cannot receive wires directly, enter correspondent bank information below:
Correspondent FI name (if needed): ~
ABA or account number (if intermediate FI is needed): ~

I understand that Belvoir Federal Credit Union (BFCU) is acting strictly as an agent and will act only on the instructions that I have provided. In the event that the information provided is incomplete or incorrect, I release BFCU from any liability that may result. I understand that BFCU will verify all wires with a phone call to my secure phone numbers on my account record. If contact cannot be made, the wire will not be sent. I authorize BFCU to transfer funds as described herein and debit my account in the amount transferred, plus applicable fees. I understand that BFCU can place no guarantee with regard to the length of time it takes for the funds to be credited to the receiving account after a wire is initiated. International wire transfers may take several weeks and are subject to exchange rate risk. I further understand that if a wire is returned to BFCU due to erroneous information I provided, I will not be refunded wire fees.

Member Signature <b>X</b>	Date
------------------------------	------

→ Fax completed form to 703-730-1410      Deadline is 11AM for domestic wires, 10AM for international wires ←

BFCU Teller/Member Service Use Only		
Member OFAC check by: ~	Receiver OFAC Check by: ~	Signature Verified by: ~
If over \$5000, ID#1: ~	If over \$5000, ID#2: ~	
If over \$5000, Supervisor Signature:		
Signature of Employee making callback:	Phone# used for callback:	Source of phone#:
Name of member confirming request:	Password Verified: <i>circle</i> Yes or No	Date and Time of Callback:
Transaction User#: ~	Transaction Sequence Number: ~	
ABA Verified by: ~	Telegraphic Short Name: ~	

SW SC GL GL for Member Wire and fees, Comment "Outgoing Wire" Credit GL 731500 for Domestic Wire, GL 745500 for Intl Wire, GL 131500 for all wire fees.

BFCU Accounting Use Only		
Information Final Check by:	Input by:	Verified by:
Sent By:	IMAD#:	