



25 Porter Road, Suite 100
 Littleton, MA 01460
 www.hfcu.org | 800.656.4328

INTERNATIONAL WIRE TRANSFER REQUEST

Name: _____ Member Number: _____

Phone: _____ Email: _____

INTERNATIONAL WIRE INFORMATION

There is a mandatory "not-to-exceed" dollar limit in sending an International Wire – Hanscom Federal Credit Union will not send an International Wire that exceeds the US Dollar Value of \$50,000.00. Rolling 30-day period – US Dollar Value of \$50,000.00 – this is the maximum dollar amount permitted for a 30-day period. **A copy of a valid government-issued ID or Passport MUST be included with each International Wire Form.**

FUND TRANSFER OPTIONS: (CHOOSE ONE)

US Dollars to Foreign Currency Foreign Currency Type: _____

Listed wire amount will be debited from your account and converted to the foreign currency specified above prior to being sent to the beneficiary bank.

Foreign Currency (US \$ debit) to Foreign Currency Foreign Currency Type: _____

The US \$ equivalent of the foreign currency listed wire amount will be debited from your account. This method should be used when a specific amount of foreign currency needs to be received at the beneficiary bank.

US Dollars to US Dollars Correspondent Bank: _____ ABA #/SWIFT Code: _____

Listed wire amount will be debited from your account and sent in US \$. If the account in the foreign country is not specifically designated to receive US \$, the foreign bank will convert the funds into the foreign country's domestic currency upon arrival, using its own exchange rate, and applicable transaction fees.

Transaction Amount Wired \$ _____

I authorize Hanscom Federal Credit Union to debit the wire and wire charge of **\$50.00** from the account suffix noted below.

Savings Suffix #: _____ Checking Suffix #: _____ Other Suffix #: _____

BENEFICIARY INFORMATION

Beneficiary's Bank _____ Bank Address _____

City/Town _____ Province _____ State/Country _____

Postal Code _____ Bank/Sort Code _____ Swift Number _____

Bank code is required for GBP wires (Great Britain/United Kingdom) /5-digit Sort Code is required for wires going to Kenya.

Beneficiary Name _____ Beneficiary Phone _____

Beneficiary Address _____ City/State/Zip _____

Beneficiary Account #/IBAN _____

A valid IBAN is required for all wires going to Europe / An 18-digit CLABE # is required for all wires going to Mexico.

Reason/Reference for Payment _____

All wires must include a reason for payment and phone number for the beneficiary.

I understand that Hanscom Federal Credit Union 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 Hanscom Federal Credit Union from any liability that may result. The payee or any Financial Institution (FI) may be identified by name, account number, or ABA #. Hanscom Federal Credit Union (and other institutions) may rely on the account or other identifying number as the proper identification, even if it identifies a different party or institution. Regulation J governs a wire transfer cleared through the Federal Reserve. I authorize Hanscom Federal Credit Union to transfer funds as described herein and debit my account in the amount transferred, plus applicable charges. I understand that should I request a wire by fax, or by secure email, the wire will be verified by a call-back from a Credit Union employee to me using a telephone number currently on file at Hanscom Federal Credit Union. This call-back may require me to send a secure email verifying the authenticity of the fax request.

Signature: _____ Date: _____

COMPLETED BY MEMBER SERVICE REPRESENTATIVE

Request received through Secure Email Fax Mail In Person - Branch Office _____

Form completed and Member Signature verified by _____ Date verified ____/____/____ Time verified _____

Verification of Member – Type of ID _____ ID # _____ Expiration Date of ID _____

Secondary Verification for completeness of form – Employee Name (other than above) _____