ELECTRONIC FUNDS TRANSFER (EFT)

Williams
Office of the Controller

To send a Wire Transfer, you will need the following information:
Before you submit this request, please verify that no other means of payment is acceptable, such as college check or credit card: (Please check box)

I have confirmed that payee will accept no other means of payment.

- The Name of the person to whom you are sending the transfer (i.e. the Beneficiary)
- The Beneficiary's Address
- The Account Number to which the funds you are sending will be credited
- The Name and Address of the Bank to which the funds are being sent (i.e. the Receiving Bank)
- The Bank Code of the Receiving Bank:
    - **ABA Routing #: (for _domestic_ wire transfers)**
    - **SWIFT #: (8 digits) (for _international_ wire transfers)**

Please fill in the following information:
Receiving Bank Information

Bank Name:	ABA Routing #: _(for domestic wire transfers)_
Bank address (or Branch name):	SWIFT # (IBAN): _(8 digits) (for international wire transfers)_ _This is the Bank Code of the Receiving Bank_

Beneficiary Information

Account Name:	
Account #:	Amount:
Currency:	Country:

College account to charge:	Psacct:	Fund:	Dept #:	Proj #:

Signature of person requesting wire transfer or completing form:

_____   _____   ____/____/____
Signature   Print   Date

_____   _____   ____/____/____
Approved by (Signature)   Print   Date

_____   SUSAN HOGAN   ____/____/____
Approved by Susan Hogan - Controller   Print   Date