



One-Time Wire Transfer Request

Use this form to initiate/release a **one-time** wire transfer. Fax this form to the fax number at the bottom of the page.

Domestic Wire Transfer

International Wire Transfer (TC 153)

Agency No.	Agency Name	Account to Be Charged
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Transfer Date (m/d/yyyy)	Transfer Amount	Amount Format (International Only)	FX Currency Code
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[Currency Codes](#)

Beneficiary Name	Account No. (IBAN for International)	
Address (International Only) (Must Include Postal Code)		Country (International Only)
Message to Beneficiary (Optional)		

Financial Institution Name	Use Intermediary Financial Institution	Wire ABA Routing Transit Number	SWIFT Code (International Only)	
Street Address	City	State	Country (International Only)	
Intermediary Financial Institution Name (International Only) (Optional)	Account No./IBAN		SWIFT Code	
Street Address	City	State	Country	

Requests received after 10:30 a.m. will be processed the next business day. Treasury requires 24 hours' notice (from the 10:30 a.m. deadline) for transfers between \$1.5 million and \$5 million and 48 hours' notice for transfers greater than \$5 million.

Check box if
you need to
use
electronic
signatures
[Learn more](#)

Authorized Initiator Signature	Date (m/d/yyyy)	
Name	Title	Phone Number
Authorized Releaser Signature	Date (m/d/yyyy)	
Name	Title	Phone Number

TREASURY USE ONLY					
	INITIALS	DATE		INITIALS	DATE
Sigs. Verified			Sigs. Verified		
Entered			Approved		
RELEASER CONFIRMATION					