



Foreign Wire Transfer Request

PLEASE NOTE:

- 1. All information with * are required
- 2. A minimum threshold of \$200 is required to process a foreign wire transfer
- 3. Wire transfer amount must match invoiced/receipt amount
- 4. Invoice must have the correct bank details

VENDOR DETAILS

Vendor Region *

- Australia
- Europe
- Mexico
- All Others

Vendor Name *

Vendor Email

Address 1 *

Address 2

City

Postal Code

PAY TO DETAILS (*branch where the Vendor's account is located*)

Name *

Email

Address 1 *

Address 2

City *

Postal Code

Vendor Account Region *

Australia Europe Mexico All Others

Account Number *

Bank SWIFT Code

Does the Vendor have an Intermediary Bank? *

Yes No

Intermediary Bank Details (fill out if "Yes" was selected above)

Name *

Email

Address 1 *

Address 2

Intermediary Bank Region *

Australia Europe Mexico All Others

Account Number *

Bank SWIFT Code

PAYMENT DETAILS

Fund Currency

Wire Transfer Amount *

PO Number(s) *

Please separate purchase order #'s by comma.

Loc *	Account *	CC	Fund *	Project	Source	Obj
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Purpose of Wire *

List of Documents *

- Invoice/Receipts
- Currency Conversion
- E-mail with Payee Bank Information
- Other