

**FOREST AREA FEDERAL CREDIT UNION  
WIRE TRANSFER REQUEST**

1) Date \_\_\_\_\_ Teller # \_\_\_\_\_

MEMBER'S NAME: \_\_\_\_\_

MEMBER'S COMPLETE ADDRESS (NO PO BOXES) \_\_\_\_\_

PHONE WHERE MEMBER CAN BE REACHED FOR VERIFICATION: \_\_\_\_\_

IS THIS A RECURRING WIRE TRANSACTION? \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

DRIVER'S LICENSE NUMBER: \_\_\_\_\_

AMOUNT OF WIRE TRANSFER: \$ \_\_\_\_\_

WIRE TRANSFER FEE: \$ 20.00 \$ \_\_\_\_\_

TOTAL CHARGE TO ACCOUNT: \$ \_\_\_\_\_

**WIRE INSTRUCTIONS:**

CREDIT UNION/BANK NAME: \_\_\_\_\_

ROUTING OR ABA NUMBER: \_\_\_\_\_

3) **FINAL CREDIT TO** (if necessary): CREDIT UNION/ BANK: \_\_\_\_\_

ABA #: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

CITY, STATE \_\_\_\_\_ PHONE # \_\_\_\_\_

4) **NAME ON ACCOUNT** \_\_\_\_\_ **ACCOUNT #:** \_\_\_\_\_

ADDRESS OF RECIPIENT (NO PO BOXES) \_\_\_\_\_

I hereby request that Forest Area Federal Credit Union initiate the above wire transfer. I understand and have agreed to the terms of the Wire Transfer Agreement (see back) between myself and Forest Area Federal Credit Union. I realize that requested wire transfers which are received by Forest Area Federal Credit Union later than 3:30 pm will be completed the next business day.

Member's Signature: \_\_\_\_\_

**For Internal Use**

**Request taken by** \_\_\_\_\_ **at** \_\_\_\_\_ **am/pm on** \_\_\_\_\_, **20** \_\_\_\_\_

**Wire Sender:** \_\_\_\_\_ **Approved Wire:** \_\_\_\_\_

**OFAC: Confirm recipient is not blocked on OFAC List: Verified by:**

\_\_\_\_\_

**FOREST AREA FEDERAL CREDIT UNION  
WIRE TRANSFER AGREEMENT**

The following rules shall apply to all wire transfers services provided by Forest Area Federal Credit Union. This Wire Transfer Agreement supersedes any inconsistent terms contained in Forest Area Federal Credit Union's member account agreements and any previous Wire Transfer Notice or Agreement. This Wire Transfer Agreement is subject to modification and or termination upon five day's notice to you.

**Acceptance of Payment Orders**

In general, we will accept payment orders only if you have signed a Wire Transfer Agreement, signed a **Wire Transfer Request**, have sufficient withdrawable balance on deposit in the appropriate account to execute the payment order, and produce valid identification. Once you have signed a Wire Transfer Agreement, we will accept telephonic payment orders from you, provided our security procedures are followed.

**Security Procedures**

**Once you have signed a Wire Transfer Agreement and provided us with two pieces of identification and/or a code word: \_\_\_\_\_, we will accept payment orders from you via telephone, with sufficient funds on deposit to complete the transaction. You hereby acknowledge that the security procedures described are commercially reasonable and that you have selected the security procedure offered by the credit union after due consideration of all such alternatives and your business circumstances, including the size, type, and frequency of payment orders that you anticipate issuing to the credit union. You hereby acknowledge that you will be liable for any payment order or communication amending or cancelling a payment order, whether or not authorized, that is issued in your name and accepted by the credit union in compliance with the agreed-upon security procedure. You agree to follow the security procedure when making a payment order via telephone.**

**Impossibility of Performance**

The Credit Union will not be liable for failure to comply with the terms of a wire transfer agreement caused by legal constraint, interruption or failure of transmission and/or communications facilities, war, emergency, labor dispute, act of nature or other circumstances beyond control of the credit union.

**Funds Transfer Business Day**

Funds transfers occur on nonholiday weekdays (Monday through Friday) only. Forest Area Federal Credit Union funds transfer business days consists of the hours from 8:30 am to 3:30 pm on those days that we are open for business. Any wire transfers received after 3:30 pm will be processed the following nonholiday weekday. Payment orders are executed as soon as possible after receipt, therefore you should tell us immediately if you wish to cancel or modify wire instructions.

**Fees**

We will charge you the fee listed on the Wire Transfer Request for each payment order you give to us. If wiring instructions you provide are incorrect and the wire transfer is returned to us for any reason, you can provide us with the correct information that will permit us to execute the payment order again, but in such case you will be charged an additional wire fee. Forest Area Federal Credit Union makes no warranties with respect to fees charged by other institutions with respect to you payment orders.

**Liability for Incorrect Information**

If you give us a payment order that identifies a beneficiary by name and account number or some other identifying number, we may pay the beneficiary on the basis of the number provided to us by you and consider that number to be proper identification. This will be true even if the number you provided to us identifies a person different from the named beneficiary, unless otherwise provided by law or regulation. If you give us a payment order that identifies the beneficiary's financial institution in the funds transfer by name and Routing and Transit (R/T) or other identifying number, we, as well as the receiving financial institution, may rely on the number provided to us by you as the proper identification. This will be true even if the number provided identifies a financial institution that is different from the named financial institution, unless otherwise provided by law or regulation. If you make a payment order which instructs us to wire funds to foreign countries, we assume no liability as to the length of time necessary to complete such a transfer, provided we have acted in good faith, with ordinary care, and in compliance with applicable law.

**I/We have read the above Wire Transfer Agreement and agree to its term and conditions.**

Date: \_\_\_\_\_ Member's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Joint Owner's Signature: \_\_\_\_\_