



Smart banking. Real value.®

770 Golden Gate Avenue • San Francisco, CA 94102-3195  
 Phone: (415) 775-5377 • Outside 415 Area: (800) 852-7598

## DOMESTIC WIRE TRANSFER REQUEST FORM

*Daily (Mon-Fri) Deadline for Wire Transfer is at 2.00pm, \$15 Service Fee*

All information must be completed and accurate. If a member requests a wire transfer via fax or phone, San Francisco Federal Credit Union may call the member at the phone number on record in order to verify the identity of the sender for security purposes prior to sending the wire. For wires greater than \$2,000.00 sent to third parties, original signatures are required on the request form and faxes are not acceptable.

Requesting Member Name			Member #			Date		
Physical Address (No P.O. Box)			S_____			Apt #		
City			State			Zip		
Phone			Wire Amount			\$		
Receiving Bank Name								
DFI Telegraph Name								
Receiving Bank Routing Number*								
Beneficiary Name						Beneficiary Account #		
Special Instructions								
Debit Member's Account (and Credit GL 1.101.4)			\$					
Debit Member's Account (and Credit GL 4.464.4)			\$15.00 <input type="checkbox"/> Fee waived					

\* Please be advised that the American Bankers Association Routing & Transit number (ABA) shown on your Check or Deposit Slip may not be the appropriate number for processing your request. Please contact the Receiving Bank and verify this information prior to completing this form.

### Escrow Instructions

Title Company Name		Title Company Account #	
Escrow#		Attention	
Special Instructions			

**NOTICE OF THE USE OF FEDWIRE:** If you send or receive a wire transfer, FEDWIRE may be used. Regulation J and Article 4A of the Uniform Commercial Code are the Law covering all FEDWIRE transactions.

**NOTICE:** The San Francisco Federal Credit Union has a right to rely on any account or routing numbers furnished by you as sender or any numbers transmitted with a wire transfer from another financial institution for your benefit with reference to the deposit of the funds received.

**NOTICE:** By Federal Law all Wire Funds Transfers are verified against the Office of Foreign Asset Control (OFAC) Specifically Designated Nationals (SDN) List.

**ADDITIONAL TERMS:**

1. This Request is not an actual wire transfer order. Only San Francisco Federal Credit Union can execute a wire transfer order out of your San Francisco Federal Credit Union account. San Francisco Federal Credit Union will make a good faith effort to execute a wire transfer order according to the instructions issued by you in this Request.
2. The recipient financial institution may charge a fee for receipt of this wire, which may reduce wire proceeds.
3. Member may call (415) 775-5377, option 4, to confirm the status of this request.
4. We will not be liable for damages to you or a third party if we carry out the written instructions in a reasonable manner
5. We will not be liable for indirect, consequential or punitive damages in the event that loss is sustained because we have failed to carry out instructions in a reasonable manner. Our liability is limited to the amount of the wire transfer.
6. Wire transfers will be reflected on your monthly statement. You agree to examine your statement promptly and notify us of any wire transfers errors within 14 days after the mailing date of the statement. If you do not notify us within 30 days of the mailing date of the statement, we will not be liable for any claims, demands or expenses related to the error.

### I HAVE READ AND AGREED TO THE FOREGOING CONDITIONS.

Member's Signature		Date	
IBS# A423-R11/04	Prepared by – Employee Name	Branch & Opt. #	Ext. #
ID Verified By: <input type="checkbox"/> Call Back (Date & Time) _____ <input type="checkbox"/> Signature Card <input type="checkbox"/> Password <input type="checkbox"/> OFAC/SDN			
<input type="checkbox"/> State ID/Driver's License # _____ <input type="checkbox"/> Passport # _____			
Accounting Use Only			
Upload by _____ Verified by _____ Sent by _____ Date _____ Time _____			