**Instructions:**

* For **Account Name** provide the full name of the individual as seen on the account
* **Beneficiary Address** is a requirement, payment will not be made without this
* **Branch Code** can be provided on the Bank Branch row if available
* Provide **IBAN** if available

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| **REQUIERED INFORMATION** |
| **Account Type (Select One)** |
| **Account Name (as it appears on the account)** |
| **Your Name (if different than above)** |
| **Beneficiary Address** |
| **Phone Number (include area code)** |
| **E-mail Address** |

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| --- | --- | --- | --- |
| **DOMESTIC (USA)** | | | |
| **Financial Institution Name:** | **City:** | **State:** | **ZIP:** |
| **Bank ABA/Routing Number (9-digit):** | | **Bank Account Number:** | |

|  |  |
| --- | --- |
| **FOREIGN** | |
| **Financial Institution Name:** | **Location (Country):** |
| **IBAN (International Bank Account Number):** | **SWIFT Code (International Bank Identifier):** |
| **Bank Branch/Branch Code (if available):** | **Intermediary Bank (if available):** |

*Risks may include but are not limited to the following:*

*•Incorrect information provided could result in returned funds or a credit to the wrong account.   
•Beneficiary bank may return funds if incomplete reference numbers are provided.   
•Returned funds will be less due to bank fees*