



OUTGOING WIRE TRANSFER REQUEST

DOMESTIC INTERNATIONAL
*Indicates required fields **Please Print Clearly**

1. ORIGINATOR DATA - MEMBER INFORMATION	
*Member Name	*Phone Number
*Address **MUST BE PHYSICAL STREET ADDRESS. CANNOT USE PO BOX	
*Account Number	*U.S. Dollar Wire Amount
*INTERNATIONAL Wire Only: (You must select one) <input type="checkbox"/> Send U.S. Dollars <input type="checkbox"/> Send U.S. Dollars \$ _____ in Foreign Currency (i.e. Euro) _____ <input type="checkbox"/> Send Amount in Foreign Currency (i.e., 500 Euro) _____	

2. BENEFICIARY DATA (This is the recipient of the wire transfer funds)	
*Beneficiary's Name (must match name on account #)	*Account Number/(IBAN where applicable)
*Address (Do not use PO Box)	
Additional information:	

3. BENEFICIARY BANK DATA		
*Bank Name	*Beneficiary Bank RTN or SWIFT/BIC	
Address, City, State, Zip Code & Country (*required for international wires)		
Branch Information	International Routing Code (IRC) if applicable	Bank Account No. at Intermediary Bank, if applicable
Additional Information		

4. INTERMEDIARY BANK DATA (This is the financial institution that the wire must pass through before reaching the final beneficiary bank). This section is optional and not required for all wires.	
Optional: *Intermediary Beneficiary Bank RTN or SWIFT BIC	*International Routing Code (IRC) if applicable
*Bank Name	
Address, City, State, Zip Code & Country (*Required for international wires)	

5. WIRE FEE & MEMBER'S SIGNATURE (Additional fees from intermediary and beneficiary banks may be charged. See page 2 of this form)	
The wire fee amount will be charged to the account number listed above. The fee is based on the wire type. \$15 Domestic Wire Transfer \$40 International Wire Transfer	*Fee Amount
<i>I acknowledge that the above wire transfer instructions are true and accurate, and have read the "Funds Transfer Agreement and Authorization" on page 2 of this request and hereby agree to the terms of this agreement. Montauk Credit Union is authorized to rely on the information on this request in making the requested funds transfer.</i>	
* Member Signature	* Date

**For assistance, please call 212-989-5200

Fax completed form with copy of identification to 212-989-0483

6. BRANCH USE ONLY – Credit Union Approval – The following MUST be completed for ALL outgoing wires.		
*Name on ID used by Member	ID Type, Number, Issued by State, & Exp Date	
Employee Accepting Wire	Date & Time Accepted	Funds on Deposit Since
Confirmation of Request (CU Employee calls member for confirmation)		
Phone # to call to verify request	Time of call to member	Source Used <input type="checkbox"/> CU Records <input type="checkbox"/> Telephone Directory <input type="checkbox"/> Other
7. WIRE ROOM USE ONLY - The following MUST be completed for ALL outgoing wires		
Wire Sent By	Date & Time	Wire Transaction #
Wire Verified By	Date Verified	OFAC

FUNDS TRANSFER AGREEMENT AND AUTHORIZATION

In this Agreement, the words "you" and "your" refer to the individual or individuals signing below as well as any other individual or individuals acting on behalf of or with the authorization of those persons signing below in connection with a funds transfer. The words, "we," "us" and "credit union" refer to Montauk Credit Union. This Agreement covers the movement of funds by means of wire transfers. This agreement also establishes the terms and conditions which will apply to all funds transfers (domestic and international) that involve you and the credit union. To the extent that the terms contained in this Agreement are different than those in any other Agreement or Terms of Account, this agreement shall control and be deemed to modify such other Agreements or Terms of Account. Using the credit union to send or receive funds transfers shall constitute your acceptance of these terms of agreement.

We are required by regulation to know to whom the money is being sent. We need an account number for the beneficiary and a complete physical address. No PO Boxes may be used.

The credit union may establish or change cut-off times for the receipt and processing of funds transfer requests, amendments, or cancellations. Unless other times are posted for the various types of funds transfers, the cut-off time for processing outgoing wire requests will be 2:00 p.m. EST for international wires and 3:00 p.m. EST for domestic wires on business days, Monday thru Friday, excluding observed holidays. Payment orders, cancellations, or amendments received after the applicable cut-off time may be treated as having been received on the next business day and processed accordingly.

The credit union may charge your account for the amount of any funds transfer and associated fees initiated by you or by any person authorized by you as a joint tenant or other authorized party with the right of access to the account from which the funds transfer is to be made. Outgoing wires may incur additional processing fees by intermediary and/or third party financial institutions. These fees may be subtracted from the wire amount and we assume no liability for any of these fees.

The credit union may establish, from time to time, security procedures to verify the authenticity of a payment order. You will be notified of the security procedures, if any, to be used to verify payment orders issued by you or for which your account will be liable. You agree that the authenticity of a payment order may be verified using that security procedure unless you notify the credit union in writing that you do not agree to that security procedure. In that event, the credit union shall have no obligation to accept any payment order from you or other authorized parties on the account until you and the credit union agree, in writing, on an alternate security procedure.

If you give the credit union a wire transfer request which identifies the beneficiary (recipient of the funds) by both name and identifying or bank account number, payment may be made by the beneficiary's bank on the basis of the identifying or bank account number, even if the number identifies a person different than the named beneficiary. This means that you will be responsible to the credit union if the funds transfer is completed on the basis of the identification number you provided the credit union.

If you give the credit union a wire transfer request which identifies an intermediary or beneficiary's bank by both name and an identifying number, a receiving bank may rely on the number as the proper identification even if it identifies a different bank than the named bank. This means that you will be responsible for any loss or expenses incurred by a receiving bank which executes or attempts to execute the payment order in reliance on the identifying number you provided.

It may not be possible to cancel or amend this wire transfer request. Montauk Credit Union Montauk CU will act on requests for amendments or cancellations, but by signing below, you agree that Montauk CU is not liable, if for any reason, this wire transfer request cannot be amended or cancelled.

To the extent not otherwise prohibited by law, in connection with any funds transfer involving the transfer of funds to or from any country outside of the U.S., you agree to release and hold the credit union harmless from any loss or liability which you may incur after the credit union has executed your payment order. In no event shall the credit union be liable for consequential damages.

If the credit union receives a funds transfer for you or for other persons authorized to have access to your account, you agree that the credit union is not obligated to provide you with next day notice of the receipt of the funds transfer. The credit union will provide you with notification of the receipt of all funds transfers by including such items in the periodic account statements which we provide. You may, of course, inquire between receipt of periodic statements whether or not a specific funds transfer has been received. The cut-off time for receipt and processing of incoming funds transfers will be at 3:00 p.m. EST on each weekday the credit union is open. Funds received after the cut-off time may be treated as having been received on the next business day and processed accordingly.

International wires sent in US Dollars may generally take between one to four weeks before the final credit is made to the beneficiary's account. International wires sent in foreign currency are generally received by the beneficiary's bank within two business days, but final credit to the beneficiary's account may vary depending on the bank's settlement guidelines. Montauk Credit Union does not guarantee arrival or settlement time for international wires.

Montauk Credit Union is not liable for any failure to act or delay in acting on this wire transfer request because of legal constraints; negligence of the undersigned member; interruption of communication facilities; equipment failure; emergency conditions; violation of any guidelines, rules, or regulations of any government authority; or other circumstances beyond the control of the credit union.

International Wires: Wires going to foreign countries require different numbers depending on the receiving foreign country. All wire transfer payments destined for Europe should include the SWIFT Bank Identifier code (SWIFT BIC), International Routing Code (IRC) as applicable, and for participating countries the beneficiary's International Bank Account Number (IBAN). Mexican banks require a CLABE number in addition to the SWIFT BIC.

SWIFT Bank Identifier Code (SWIFT BIC). The 8 or 11 character SWIFT BIC is a unique series of alpha numeric characters that help to identify a specific financial institution. The SWIFT BIC should be obtained from the beneficiary. To ensure timely delivery please be sure that international outgoing wires include the SWIFT BIC where applicable.

International Routing Code (IRC): Some countries throughout the international banking community have created international routing codes, which are used in combination with the SWIFT BIC to aid in routing the payment through a main office to a branch. Each country has a specific name for their routing code (i.e., Sort Code in the United Kingdom, Canadian Payments Association Routing Numbers in Canada). Your beneficiary must provide the international routing code to facilitate receipt of an international payment. Sending a wire without the IRC number can delay the wire, or the receiving bank may return the wire when this number is not included in the payment instructions, and additional fees may be assessed.

International Bank Account Number (IBAN): The IBAN varies by country/institution. Warning! Only the bank servicing an account can provide the correct IBAN of that account and must be obtained from the beneficiary of the wire. Sending a wire to a participating country without the IBAN can delay the wire, or the receiving bank may return the wire when the IBAN is not included in the payment instructions, and additional fees may be assessed.

Montauk Credit Union recommends that if you do not have a SWIFT BIC, IBAN, IRC or Mexican CLABE, that you contact the beneficiary of the wire. If the beneficiary does not have the needed information, please have the beneficiary contact their bank to obtain the appropriate information. Sending international wires without the required information can cause the wire to be delayed, returned, or assessed additional fees.