Outgoing Wire Transfer Form

University of Wisconsin-Madison
Accounting Services
21 North Park Street, Suite 5301, Madison WI 53715-1218

All information MUST be typed.
You must download this form in order for the fillable fields to be visible.
Please attach this form to your Expense Request.

Wire Transfer Information:

Payment Amount: _____

Routing Number/ABA (Domestic Only): _____

Bank Name: _____

Bank Address, City, State, Zip Code, Country: _____

Beneficiary/Name on Bank Account: _____

Beneficiary Account Number: _____

Beneficiary Address, City, State, Zip Code, Country: _____

Reference for Beneficiary (e.g. Invoice number, etc.): _____ (25 character limit)

Additional Information Required for International Wires:

Payment Currency Type: ☐ USD ☐ Euro ☐ Other _____
Currencies Available

International Bank SWIFT Code/BIC: _____

Payments to European Union - IBAN: _____

Payments to Mexico - CLABE Number: _____ (18 digits)

Payments to Canada - Account Number: _____ (7 digits)

Transit Number: _____ (5 digits)

Bank/Institution Number: _____ (3 digits)

Payments to India - IFSC: _____ (11 characters)

Intermediary Bank Information:

(Beneficiary will provide if required. Only necessary if sending US Dollars internationally.)

Intermediary US Bank Name: _____

Intermediary US Bank SWIFT Code: _____

Funding String for Bank Fee:

International Transfer in Foreign Currency: $ 0.00
International Transfer in USD: $16.00
Domestic Transfer in USD: $ 2.25

Account (Default 2623)	Fund	Department	Program	Project (If Applicable)

Cash Management use only: Add "NOFX" for all international wires in USD

Approval and Acknowledgement

By signing, I acknowledge that this information is correct. If a wire is returned because the provided information is incorrect, the approving department is responsible for all returned wire fees. I approve the processing of this payment and the charge associated with processing this payment.

Preparer Name (UW-Madison Employee)	Preparer Signature (UW-Madison Employee)	Date
Department Approver Name	Department Approval Signature	Date
Dean/Division Approver Name	Dean/Division Approval Signature	Date