SHAREFAX CREDIT UNION, INC.
Foreign Wire Procedure
CUT OFF TIME 2:00PM

1. **Our Members Name**

_____
Members Full Name

_____
Members Address City State Zip

_____
Acct # Phone # SS#

2. **Where Money is to be Wired** Date: _____

_____ _____
Bank Name Bank Address City & State

_____ _____
Swift Code and (Sort Code if available also) Bank Telephone #

3. **Name and Account # of Person for Final Credit**

_____ _____
Name of Receiver Account # at Bank

_____
Receiver Address City State Zip

4. **Reason for the Wire:** _____

5. **Amount to be Wired** $_____ **Was this a cash deposit? Y/N $**_____

FOREIGN WIRE FEE: $50.00
Member Signature _____
Teller Signature _____
Date _____ **Time** _____

***Notice to member: If there is an error in the name, account number, or routing number of the final beneficiary, member may be liable to the credit union for any losses caused by the error.**

****If your payment order identifies an intermediate financial institution, beneficiary financial institution, or beneficiary by name and number, we and every receiving or beneficiary financial institution may rely upon the identifying number rather than the name to make payment, even if the number identifies an intermediate financial institution, person or account different than the financial institution or beneficiary identified by name. Neither we nor any receiving or beneficiary financial institution have any responsibility to determine whether the name and identifying number refer to the same financial institution or person.**

Sharefax Employee Must Complete for Fax or Telephone Requests:
Wire Requests Received via Fax or Telephone – Only Accepted for Members Living Outside the Greater Cincinnati area

_____ Received signed wire transfer request form via fax or email (cannot accept "per phone")
_____ Verified the signature on the wire form matches the signature on Advantage and the membership card
_____ Called back to the telephone number on our system to verify the wire request
_____ Required Member to provide correct social security number and birth date
_____ Required Member to provide correct driver's license number
_____ Required Member to provide the last three monetary transactions on their history

Out-of wallet questions (Must ask three)
_____Do you have direct deposit, if so from where and what amount
_____Do you have an email address
_____Do you have a joint owner
_____Do you have any ACH withdrawals, if so from who
_____Do you have a checking account, if so what is your check sequence