

TEAM:
(For SEP Staff only)



**SOCIETY FOR
SCIENCE & THE PUBLIC**

WIRE TRANSFER REQUEST FORM

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NAME OF AWARD: _____ **AMOUNT: \$** _____ **DATE:** _____

STUDENT / PAYEE INFORMATION: _____ (US Funds)

Company Name: _____

FIRST Name: _____ MIDDLE Name: _____ LAST Name: _____

Address
(NO P.O. Box): _____

City _____ State: _____ Postal Code: _____

Country: _____ Telephone number: _____

Email Address: _____

BANK INFORMATION

Bank Name: _____

Branch Name: _____

Bank Phone Number: _____

Address (NO P.O. Box): _____

City _____ State/Postal Code _____ Country _____

Account Holder's Name _____

Account Number _____

Routing Number/ABA _____ Swift Code _____
(REQUIRED for Domestic transfer) (REQUIRED for International transfer)
(MUST be 9 digits)

MEXICO Wires - MUST have CLAVE/CLABE# (Clave Bancaria Estandarizada) (18 digits) _____

CANADA Wires - MUST have Branch Transit # OR CC Code _____

UNITED KINGDOM Wires - Must have Sort Code or IBAN number (22 digits) _____

JORDAN WIRES -PURPOSE CODE - (4-DIGITS) _____

CORRESPONDING BANK IN THE UNITED STATES: (when funds are being transferred outside of the US and the international bank requires an intermediary bank)

Bank Name: _____

Address (NO P.O. Box): _____

Routing Number/ABA _____
(REQUIRED for Domestic transfer) (MUST be 9 digits)

AUTHORIZATION TO TRANSFER FUNDS INTO ANOTHER ACCOUNT:

I, _____ authorize Society for Science & the Public to transfer my award of \$ _____
(U.S. Funds) into the account of _____

This person is my _____ Mother _____ Father _____ Aunt _____ Uncle _____ Other _____

SEP STAFF ONLY

Written authorization to transfer funds to person listed above received Yes No

INTERNAL SSP USE ONLY

Staff Requesting Wire (Initial) _____ Wire Initiated By: _____

GL-Dept. Code to Charge: (ex.: 55500-3190 - Student Award) _____

APPROVALS: Dept. Approval must be signed. Both Dept. and Acct. Approvals must be completed for amounts over \$10,000

Dept. Approval: _____ Acct. Approval: _____

(Once you have completed this form, Pres the "Submit by Email" button, located at the top of this page to send your wire form electronically. If you are having any difficulty, try saving your file (SAVE THIS FILE-Click Here) in a safe place, in your computer and try sending it as an attachment through email.)