

Wire Transfer Agreement



☐ Domestic ☐ International

Date: _____

PRIMARY MEMBER INFORMATION

First Name: _____ Last Name: _____ Member #: _____
Amount: _____ Phone #: _____
Address: _____ City: _____ State/Zip: _____

VERIFICATION

Request Method: ☐ In Person ☐ Fax ☐ Phone ☐ Email
Identification Method: ☐ Person Known ☐ Security Code ☐ Driver's License ☐ Membership Card Signature Comparison

X

Member Service Representative Signature (Required) _____ Date _____

WIRE INSTRUCTIONS Please complete the following for who will be receiving the funds (financial institution and person)

Financial Institution Name: _____
Address: _____ City: _____ State/Zip: _____ Country: _____
Routing Number: _____ Swift Code: _____ IBAN Code: _____
(Required for DOMESTIC wires) (Required for INTERNATIONAL wires) (Required for INTERNATIONAL wires)
Intermediary Financial Institution Name: _____ Routing #: _____
Address: _____ City: _____ State/Zip: _____
Beneficiary First Name: _____ Beneficiary Last Name: _____ Account #: _____
Address: _____ City: _____ State/Zip: _____ Country: _____
Currency to send: ☐ U.S. Dollars ☐ Receiving country's currency: _____
*Exchange rates quoted online or in other media are typically wholesale rates and are not generally available to the public.
Purpose: _____ Special Instructions: _____

I hereby authorize Novation Credit Union to transfer funds by wire as shown above. I understand that my account shown will be debited for the amount of the wire and any applicable fees. I am aware that a signed authorization must be received by the Credit Union no later than 3:00 PM (CST) for domestic and 12:00 PM (CST) for international wires for the transfer to be placed on the day requested.

The undersigned originator requests payment to be made to the beneficiary or account number named above. To the extent not prohibited by law, the undersigned agrees that this wire transfer is irrevocable and that the sole obligation of Novation Credit Union is to exercise ordinary care in processing this wire transfer and that it is not responsible for any losses or delays which occurs as a result of any other party's involvement in processing this transfer. We will not be liable to you if we do not act upon or delay acting upon any wire transfer order if any of the following circumstances occurs: inability to authenticate your request by call back or other commercially reasonable security procedures for requests made by phone, fax or email; Legal order; Emergency situation; Interruption of communication; Equipment failure; War; Other circumstances beyond our control; or potential violation of government regulation. You may identify the payee or any financial institution by name and account number (ABA routing number). Novation Credit Union (and other institutions) may rely on the account or other identifying number as proper identification, even if it identifies a different party or institution. If the wire transfer is cleared through the Federal Reserve, the transaction is governed by Regulation J. International wires are not guaranteed by the credit union and they may take two (2) to six (6) weeks to reach their final destination. A tracer may be placed after ten (10) business days. Please sign below acknowledging your understanding of the above.

X

Member Signature (Required) _____ Date _____

For credit union use only:		Operator #: _____	Posted date: _____
Wire Amount: _____ Fee: _____		How long have funds been available? _____ Source of Funds: _____	
NCU Caller's Name: _____		Phone Number Called: _____	Source of Call Back #: ☐ XP2 ☐ Phone Book ☐ Other: _____
Wire Instructions Confirmed By: _____		Date: _____	Time: _____
Accounting Department If requested by phone, fax or email, verify wire instructions by calling member at number recorded in XP2 (is at least 30 days old) or another secured number (phone book, employer's operator, etc.).			
Verify Posting to Member's Account: _____		OFAC Check: _____	
Corporate America Outgoing Wire			
Entered by: _____	Date: _____	Time: _____	Submitted: _____
Verified by: _____	Date: _____	Time: _____	Approved: _____

05.2026