

Self-Help Federal Credit Union - Wire Transfer Agreement and Authorization

SHFCU offers domestic and international wire transfer services. All wires are subject to a fee – refer to the Fee Schedule. Complete sections 1-6. Incomplete, inaccurate, or missing information may delay the wire processing.

1. Self-Help Federal CU Member

Account Number _____ Suffix: _____
Amount of Wire \$ _____
Full Name of Member or Business _____
Address, City, State, Zip _____
Call Back Phone Number (daytime) _____
Call Back Name (if different than above) _____
Member Identification Verification Method: ☐ Government I.D. ☐ Passport ☐ Other
ID # and/or Other ID Information _____
Domestic or International ID ☐ Domestic ☐ International

2. Beneficiary/Receiver

Account Number _____ Suffix: _____
Full Name of Member or Business _____
Address, City, State, Zip _____
Phone Number (Daytime) _____

3. Receiving Financial Institution:

Include wire instructions from the receiving bank (if available)

Routing Number (Domestic Only) _____
*SWIFT/BIC Number (International Only) _____
Name of Financial Institution _____
Address, City, State, Zip _____
Phone Number (Daytime) _____

* Society for Worldwide Interbank Financial Telecommunication code (SWIFT) or Business Identifier Code (BIC)

4. Final Credit to Information/Intermediary Bank (If Applicable)

For Further Credit to (Payee(s)) _____
Name of Financial Institution: _____
Routing Number _____
Account Number _____
Address, City, State, Zip _____

5. Special Instructions (escrow number, invoice number, etc.)

Credit Union Use Only

a. Wire Request Time: _____ Date: _____ Helpdesk Ticket # _____
b. Wire Request Method (check one) ☐ In Person ☐ Phone ☐ Fax ☐ Mail ☐ Email
c. Receipt Signed and/or Precise ID Passed Yes ☐ No ☐ (explain reason in h. below)
d. Wire Request Completed By: Print Name _____ Initials _____
e. Verified OFAC Report Results (Mngr/Sup): Print Name _____ Initials _____
f. Wire Approved By (Mngr/Sup): Print Name _____ Initials _____
g. Wire Verified (Ops only): Print Name _____ Initials _____
h. Comment/Exception (add detail/reason): _____

Operations

a. Member Call Back Conducted By: Initial: _____ Time: _____ Date: _____

Wire Transfer Agreement and Authorization

IMPORTANT: Read this agreement carefully before signing and authorizing the wire transfer.

You authorize us, Self-Help Federal Credit Union to transfer funds (a "payment order") as shown above. Our charges for the payment order are disclosed in our fee schedule. Other Credit Unions and Banks involved in the payment order may impose additional charges.

We may fail to act or delay in acting on a payment order without any liability because of legal constraint, your negligence, interruption of communication facilities, equipment failure, war, emergency conditions, or other circumstances beyond our control. We may also fail to send or delay in sending a payment order without any liability if sending the payment order would violate any guideline, rule or regulation of any government authority.

We are not liable for consequential, special or exemplary damages or losses of any kind. You have no right to cancel or amend this payment order. If you ask us to cancel or amend it, we may make a reasonable effort to act on your request, but we are not liable to you if for any reason this payment order is not amended or canceled. You agree to reimburse us for any costs, losses, or damages that we incur in connection with your request to amend or cancel the payment order.

If we try to cancel this payment order, we do not have to refund your money until we determine that the beneficiary has not received the money and the money is returned to us. If we return your money, the refund may be equal to the amount of the original payment order. An example, the amounts may be different because of a charge other banks may impose to return the funds transfer. We have cutoff times for processing payment orders. **We will use our best efforts to ensure that in-person orders received prior to 4:00 PM ET/3:00PM CT/2:00PM MT/1:00PM PT and 3:30 PM ET/2:30 PM CT/ 1:30 PM MT/ 12:30PM PT for remote wire requests, will be transmitted the same day.** If you give us this payment order after the cutoff time, we may treat the payment order as if we received it on our next business day. Funds transfer business days will include normal business days Monday through Friday of Self-Help Federal Credit Union. **Additional delays may occur due to our failure to reach you as part of our identification call back procedure.**

You must accurately identify beneficiaries of your payment order. If you give us the name and account number of a beneficiary, we and other banks may process the payment order based on the account number alone, even though the member may identify a person other than the beneficiary named. If you give us the name and identifying number of a bank, we and other banks may process the payment order based on the bank's identifying number alone, even though the number may identify a bank other than the bank named. In these cases, you are still obligated to pay us the amount of the payment order.

Fedwire is the funds transfer system of the U.S. Federal Reserve Banks. We or other banks involved may use Fedwire to make the funds transfer. If any part of the funds transfer is carried by Fedwire, your rights and obligations regarding the funds transfer are governed by Regulation J of the U.S. Federal Reserve Board.

When a payment order is issued by a member, the security procedure involves use of identification methods that may include: photo identification, signature identification of the original signature and/or call back procedure by Self-Help Federal Credit Union.

You authorize Self-Help Federal Credit Union to debit your account to pay for this funds transfer. We will notify you about the funds transfer by listing it on your account statement. You must send us written notice, including a statement of relevant facts, within 14 calendar days after you receive the first account statement on which any unauthorized or erroneous debit to your account, or any other discrepancy between your records and ours appear. If you fail to notify us within the 14-day period, we are not liable, or obligated to compensate, for any loss of interest equivalent because of an unauthorized or erroneous debit.

Wire Transfer Agreement and Authorization by:

I hereby authorize Self-Help Federal Credit Union to transfer funds by wire as shown above. I understand that my account will be debited for the amount of the wire and any applicable fees. I agree to hold Self-Help Federal Credit Union harmless if the funds are not received and credited due to incorrect information. Also, I understand if the wire is rejected by the receiving institution for any reason, there may be a fee which will be deducted from the wire amount (this fee is not charged by Self-Help Federal Credit Union but by the receiving financial institution). I have read the Self-Help Federal Credit Union Wire Transfer Agreement and Authorization printed above.

Wire Cut-off Time

I acknowledge that wire requests submitted in-person after 4:00 PM ET/3:00PM CT/2:00PM MT/1:00PM PT and that wire requests submitted remotely after 3:30 PM ET/2:30 PM CT/ 1:30 PM MT/ 12:30PM PT may be processed the next business day.

6. Member/Authorized Signer Signature: _____ Date: _____