

# US\$ Wire Transfer Authorization Form

Web Voucher #

Amount: US\$ \_\_\_\_\_

Beneficiary's bank name: \_\_\_\_\_

ABA # or Swift code: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Beneficiary's account number: \_\_\_\_\_  
*(Should be the account number of your web voucher supplier)*

Beneficiary's account name: \_\_\_\_\_  
*(Should be the same as your web voucher supplier name)*

US corresponding bank name: \_\_\_\_\_  
*(Needed for payments made to beneficiary bank in a foreign country, if known)*

ABA #: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Corresponding bank account number: \_\_\_\_\_

Memo field information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Requestor name: \_\_\_\_\_ phone: \_\_\_\_\_

Coding for wire fee: \_\_\_\_\_  
                  tub           org           object       fund       activity       subact       root

Approved by: \_\_\_\_\_

Staple this form to your invoice and send to your web voucher approver. The approver should approve the web voucher and send this form and invoice to:

**Cash Management  
Holyoke Center, Room 451  
1350 Massachusetts Avenue**

**For Cash Management use ONLY**

Reference #: \_\_\_\_\_ Date sent: \_\_\_\_\_

Sent by: \_\_\_\_\_ Sequence #: \_\_\_\_\_