SAN FRANCISCO FEDERAL

Domestic Wire Transfer Request

Rev. 2017.12.08

Wire Transfer Cutoff Time is 2:00 pm (Monday-Friday) *All information must be completed legibly and accurately. Original originator signatures required.*

Today's Date	**Wire Amount (USD)**	**Purpose of Wire (Required)**

Originator - (Authorized Account Holder)

Name	Member #	Suffix #
Physical Address (No P.O. Box)		

City	State	Zip	Phone #

Beneficiary Financial Institution

Beneficiary Financial Institution Name	Beneficiary Financial Institution Routing # (9-digit number)
Beneficiary Financial Institution Address (No P.O. Box)	

City	State	Zip
DFI Telegraph Name (as applicable)		

Beneficiary

Beneficiary Name	Beneficiary Account #
Beneficiary Address (No P.O. Box)	

City	State	Zip

Special Instructions (as applicable)

(i.e. FBO Instructions, Attention Notes, etc.)	Escrow #

NOTICE OF THE USE OF FEDWIRE: If you send or receive a wire transfer, FEDWIRE may be used. Regulation J and Article 4A of the Uniform Commercial Code are the Law covering all FEDWIRE transactions.

NOTICE: The San Francisco Federal Credit Union has a right to rely on any account or routing numbers furnished by you as sender or any numbers transmitted with a wire transfer from another financial institution for your benefit with reference to the deposit of the funds received.

NOTICE: By Federal Law all Wire Funds Transfers are verified against the Office of Foreign Asset Control (OFAC) Specifically Designated Nationals (SDN) List.

ADDITIONAL TERMS:

1. This Request is not an actual wire transfer order. Only San Francisco Federal Credit Union can execute a wire transfer order out of your San Francisco Federal Credit Union account. San Francisco Federal Credit Union will make a good faith effort to execute a wire transfer order according to the instructions issued by you in this Request.
2. The recipient financial institution may charge a fee for receipt of this wire, which may reduce wire proceeds.
3. Member may call 415.775.5377, option 4, to confirm the status of this request.
4. We will not be liable for damages to you or a third party if we carry out the written instructions in a reasonable manner.
5. We will not be liable for indirect, consequential or punitive damages in the event that loss is sustained because we have failed to carry out instructions in a reasonable manner. Our liability is limited to the amount of the wire transfer.
6. Wire transfers will be reflected on your monthly statement. You agree to examine your statement promptly and notify us of any wire transfers errors within 14 days after the mailing date of the statement. If you do not notify us within 30 days of the mailing date of the statement, we will not be liable for any claims, demands or expenses related to the error.

I HAVE READ AND AGREE TO THE FOREGOING CONDITIONS

Originator Signature	**Date Signed**	*Received After Cutoff Time. Wire to be Processed Next Business Day (Originator Initials as applicable)*

FOR BRANCH USE ONLY

☐ Wire Amount Debited (Credit GL 1.101.4) ☐ Wire Fee Debited (Credit GL 4.461.4)	ID Type Verified	Identification Number	☐ ID Compared/ Uploaded to OnBase

Accepted by Name	Accepted by Signature	Title	Operator #	Date
Approved by Name	Approved by Signature	Title	Operator #	Date

Initial for Over Limit Request

FOR EPC USE ONLY

Entered by Name/Op #	Verified by Name/Op #	Approved by Name/Op #	FedLine Process Date
Date	Date	Date	☐ OFAC Checked ☐ Wire Worksheet Complete

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Outgoing Wire Transfer Member Acknowledgement

Fraud Prevention Warning and Member Certification

STOP AND READ: Wire transfers are irreversible. If someone told you to keep this secret, stay on the phone, move money to protect it, send funds to a safe account, buy cryptocurrency/gold/gift cards, or act urgently, you may be the target of a scam. Please speak privately with Credit Union staff before proceeding.

1. The Credit Union Will NEVER

- Ask or instruct you to wire or transfer money to another financial institution to protect your funds, prevent arrest, avoid legal action, claim a prize, reverse a computer refund error, or resolve a fraud investigation.
- Ask you to purchase cryptocurrency, gift cards, cash, gold, or other assets as a condition of securing your account.
- Require you to keep a wire transfer secret from family, friends, law enforcement, or Credit Union staff.

2. Member Certification

Please initial each statement you are affirming before signing the final acknowledgement below.

Initials	Statement
____	I have not been asked to fabricate or falsify a story about the purpose of this wire. My money is not being sent because someone said it is at risk, compromised, or must be moved to protect it.
____	I am not on a live call/video/chat with anyone directing, coaching, monitoring, or telling me what to say or do.
____	I am not being instructed to keep this transaction secret from the Credit Union, my family, friends, or law enforcement.
____	This wire is not based on a request from a claimed bank/Credit Union employee, government agency, law enforcement, court, IRS, Social Security, utility, or technology company.
____	This wire is not because of a pop-up, virus warning, tech-support call, remote-computer session, refund error, or overpayment error.
____	I am not sending this wire to an online relationship, social media/dating app contact, or unverified relative, friend, or acquaintance. I am not sending this wire to someone I don't know.
____	I am not sending this wire for cryptocurrency, foreign exchange, investment, trading, job opportunity, prize, inheritance, sweepstakes, or grant requiring money first.
____	I independently verified the instructions by calling a known phone number for the individual or organization and reading back the account details to confirm accuracy.
____	If this wire is for an online purchase, I independently confirmed that the vendor is legitimate and used a secure website.

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___	I understand that if this wire is fraudulent or based on incorrect instructions, the Credit Union may be unable to recover my funds.
___	I certify that I have not been coached to give false or incomplete answers to the Credit Union. I have not been promised a sum of money for sending this wire.

Final Acknowledgement for Sections 1 and 2

Wire Amount: _____ **Recipient Name:** _____

By signing below, I certify that I have read and understand this entire document, including Section 1 and Section 2; the statements I initialed are true; and I am voluntarily requesting this wire transfer without coercion or duress. I acknowledge that I will be held responsible for any losses and/negative balances with my account that may occur as a result of this transaction.

Member signature: _____

Member Account # _____

Date: _____