

# Liberty Bay Bank

## Wire Transfer Request

Date of Request:

Wire Fee:

Amount of Wire: USA/US DOLLAR (USA)

Total:

For foreign wires, is beneficiary's account a US Dollar account? Yes No

If no, convert funds to

Foreign Amount:

### Receiving Institution's Information

Bank Name:

Routing/Swift#:

Bank Code (If Applicable):

Country:

Address:

City:

State:

Zip:

### Originator Information

LBB Account Number:

LBB Account Holder's Name:

Address:

City:

State:

Zip:

ID Number:

Issued By:

Expiration Date:

### Beneficiary Information

Beneficiary's Account Number:

Beneficiary Name:

Country:

Address:

City:

State:

Zip:

Wire comments/instructions:

### Beneficiary Financial Institution (If correspondent institution is used)

Bank Name:

Routing/Swift#:

Country:

Address:

City:

State:

Zip:

### Authorization

I authorize Liberty Bay Bank to debit my account in order to wire funds pursuant to the above instructions. I request that payment be made to the beneficiary's account named above. To the extent not prohibited by law, I agree that this wire transfer is irrevocable and that the sole obligation of Liberty Bay Bank is to exercise ordinary care in processing this wire transfer and that it is not responsible for any losses or delays which occur as a result of any other party's involvement in processing this transfer. Once Liberty Bay Bank has executed this wire transfer, the bank has no obligation to cancel or amend it or to make any refund. In no event will Liberty Bay Bank act on instructions to cancel or amend a wire transfer unless the instruction is given at a time and in a manner affording Liberty Bay Bank a reasonable time to act on the instructions. Liberty Bay Bank will in no event be liable for any loss resulting from the failure to cancel or amend a wire transfer. I agree to report any unauthorized or erroneous fund transfers within thirty days after I receive notification of the funds transfer. If a request for transfer involves a currency other than U.S. dollars, my funds will be exchanged for such other currency at the current rate of exchange on or before the transfer date, in accordance with Liberty Bay Bank procedures. Currency exchange rates fluctuate over time, and I acknowledge and accept the risks of such fluctuation between the time I initiate a request for a transfer and the time the transfer is either completed or is unwound due to a cancellation, an amendment, a rejection or a return.

Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICIAL USE ONLY**

Date: \_\_\_\_\_ Amount: \_\_\_\_\_  
Originator: \_\_\_\_\_  
Beneficiary: \_\_\_\_\_

**VERIFICATION:**

\*Verify & Intitial

**Routing #** \_\_\_\_\_

**OFAC** \_\_\_\_\_

**Collected Funds** \_\_\_\_\_

**CALL-BACK: (if applicable)**

\*Not-In-Person requests require a call-back to an authorized individual - To be completed by the Ops Dept.

\_\_\_\_\_  
**Authorized By**

\_\_\_\_\_  
**Phone # Called**

\_\_\_\_\_  
**Completed By**

**TRANSACTION:**

Debit to  
Credit to wire GL 10120  
Credit to wire fee GL 41212  
Logged

\_\_\_\_\_  
**Entered by**

\_\_\_\_\_  
**Verified by**

**BANK AUTHORIZATION SECTION:**

**Form Prepared By:**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Wire Entered By:**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Wire Approved By:**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Wire Submitted By:**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date Sent:** \_\_\_\_\_