



Wire Transfer Authorization Form

Deadline: 4.00 pm ET. Any requests received after the deadline will not be processed until the next business day. Local 804 Federal Credit Union cannot control the delivery date of the receiving financial institution.

Telephone: (718) 878-4624

Fax: (718) 878-4623

E-mail: info@cu804.org

Mail: Local 804 Credit Union, 34-21 Review Ave, Long Island City NY 11101

Domestic Wire Fees: Please refer to our Fee Schedule

Section 1: Sender Information			
Member's Name (Last, First)	Local 804 FCU Account Number	Wire Amount	
Street Address	Apt #	Home/Work Phone	
City	State	Zip	Cell Phone

Section 2: Receiver's Bank Information (Required for Domestic wires)			
Receiver's Bank Name			
Receiver's Bank Street Address			
City	State	Zip	Country
Domestic Wire: Bank's ABA/Routing # (9-digits) _____ - _____ - _____			

Section 3: Respondent Bank Information			
Respondent's Bank Name	Respondent's Bank Account Number		
Respondent's Bank Street Address			
City	State	Zip	Country

Section 4: Beneficiary's Information			
Beneficiary's Name (Last, First)			
Beneficiary's Bank Account Number			
Beneficiary's Street Address			
City	State	Zip	Country
Optional Memo (Example: Invoice number, tuition payment, escrow number, etc)			

Section 5: Authorizing Signature	
<p>I hereby authorize Local 804 FCU to transfer funds out of my account by wire as shown above. Any fees charged by the receiving institution are my responsibility. The Credit Union operates within the guidelines established by the Treasury's Office of Foreign Asset Control (OFAC) imposing economic sanctions against target hostile foreign countries, entities and specially designated individuals. Under penalty of Federal Law, the Credit Union is obligated to block transactions where any party is included on one of OFAC's list of designated persons or entities. I understand that there is a \$30 fee associated with sending a wire (see Fee Schedule) and I agree to promptly pay all charges imposed by the Credit Union in accordance with this request. I agree the funds may be withdrawn from any of my accounts at the Credit Union when the wire is sent. The Credit Union's cut off time for sending domestic wires out the same day is 4:00 pm E.T. Wires are transmitted Monday – Friday excluding holidays. The Credit Union reserves the right to employ verification methods (e.g., telephonic call-back) prior to processing any wire transfer request in order to ensure its authenticity. I understand the processing of my wire transfer request may be delayed or rejected, without liability to the Credit Union, for circumstances beyond the Credit Union's reasonable control. Local 804 FCU does not guarantee that the receiving entity/party will post the funds for same-business-day credit. The Credit Union will exercise ordinary care in the selection of its processing agents and correspondents. Local 804 FCU assumes no responsibility for any loss occurrence by errors, omissions or delays caused by any processing agent or correspondent, or for any cause beyond its control. I agree to indemnify and hold Local 804 FCU harmless from and against any loss, claim, damage or liability arising out of or resulting from any action taken by Local 804 FCU in reliance upon instruction provided by me on this Letter of Authorization that Local 804 FCU in good faith believes to be genuine.</p>	
<p>_____</p> <p>Member's Signature</p>	<p>_____</p> <p>Today's Date</p>
<p>_____</p> <p>Identification Document Type (State ID/Driver License, or Passport)</p>	

For Local 804 FCU Office Use Only - OFAC Check			
Received By: (Name/Teller #, Branch/Operations Support) _____	Sender Info	<input type="checkbox"/> Match	<input type="checkbox"/> No Match
Verified By: (Name/Teller #, EFT) _____	Receiver Info	<input type="checkbox"/> Match	<input type="checkbox"/> No Match
Debited By: (Name/Teller #, EFT) _____	Respondent Info	<input type="checkbox"/> Match	<input type="checkbox"/> No Match <input type="checkbox"/> N/A
Sent By: (Name/Teller #, Branch/EFT) _____	Beneficiary	<input type="checkbox"/> Match	<input type="checkbox"/> No Match