

COLLEGE OF SAINT BENEDICT

Wire Payment Request Form

Today's Date:	
Person requesting wire and program name:	
Reason for Wire:	
Currency requested (Please choose from list below):	
AUD EUR GBP JPY SEK USD ZAR	
Amount of Transfer (Please specify currency)	
For example, 2,000 Euros. Or \$5,000 USD, or the equivalent in US dollars of 2,000 euros	
Beneficiary Name:	
Account Number:	
Bank Name:	
Bank Address:	
Bank Routing Number:	
SWIFT Code:	
IBAN Number:	
Payment Reference:	
CSB Banner account(s) to be charged:	
Dollar Amount	Account Number

The information above must be complete in order for the wire to be processed.

Bank transactions will typically occur from five to ten days of receipt of this document.

Occasionally, there are circumstances resulting in a longer transaction time. Please be aware of this when you request the wire. A bank fee of \$10.00 fee is added to the amount of the transfer.

* Note: Currencies not listed are not currently available for conversion. Please circle US dollars for all other foreign currencies.