



Southern Methodist University  
Wire Transfer Form

International Wires – Foreign Currency

Please be wary when selecting a transmit date, wires sent in a foreign currency may require 2-4 business days to process.

WIRING INSTRUCTIONS (all fields in this section are required)

Request date:  Transmittal Date:

Department:  Phone #:

Bank Name:

Complete Bank Address:   
(include country if international)

Beneficiary / Payee's Account Name:

Complete Beneficiary's Address:

DOMESTIC ACCOUNT:

Bank Account Number:

Bank Wire ABA Routing Number (not ACH Routing):

INTERNATIONAL/FOREIGN ACCOUNT:

Bank Account Number, IBAN:  IBAN Number  
(if the country requires it), or CLABE Number (Mexico)

Bank SWIFT/BIC Code or IRC:  SWIFT Code  
(International Routing Code, if applicable)

INTERMEDIARY BANK INSTRUCTIONS:

Bank Name:

Complete Bank Address:

Bank Wire ABA Routing Number or SWIFT Code (not ACH Routing):

ADDITIONAL WIRE INSTRUCTIONS:

For Further Credit To (if applicable):

Additional Bank Information:

Purpose of the Wire:

TOTAL AMOUNT OF PAYMENT:

Wire Amount:  Currency:  Please be sure to notate the currency

Please attach original documentation, invoices, payment request form & bank information.

Requestor:     
Printed Name Signature Date

Approved by:     
Printed Name Signature Date

Approved by:     
Printed Name Signature Date