



## Domestic Wire Transfer Request & Authorization

Debtor Information (Fortis Client)			
Date (To Send)	*	Account Number	*
Client/Business Name	*		
Street Address	*		
City/State/Zip	*		
Wire Details			
Amount (Formatted: \$XXX.XX)	*	Purpose	*
Creditor Information			
Creditor Account	*	Phone Number	
Creditor Name	*		
Creditor Address (PO Boxes Not Allowed)	*		
Creditor Agent Information			
Bank Name	*	Phone Number	
ABA/Routing Number	*		
Special Instructions			
For Further Credit To			
Attention / Other			
Invoice #			
Other Remittance Information			

\*DENOTES REQUIRED INFORMATION

Please note that in order for your wire to be processed all of the above required information must be filled out accurately and legibly. Any wire request received after 2:30 PM MST is subject to be processed on the following business day.

**Authorization:** My signature indicates that I have reviewed the above wire transfer information and have the authority to execute this fund transfer from the account listed above. I understand that a wire fee may be assessed for this transaction as described in the Fortis Bank Fee Schedule.

\_\_\_\_\_  
\*Client Signature

\_\_\_\_\_  
\*Bank Signature (Wire Received By)

\_\_\_\_\_  
\*Client Name

\_\_\_\_\_  
\*Bank Signature (Wire Verified By)

### FOR BANK USE ONLY

EITHER (1) CHECK BOXES ON FORM OR (2) ADDRESS EACH ITEM WITH COMMENT IN FORTISASSISTANT  
**WIRE PIN ALWAYS REQUIRED ON FORM (INTERNALLY) – DO NOT SEND BACK/FORTH VIA EMAIL**

- |  |                                |                                     |  |
|--|--------------------------------|-------------------------------------|--|
| • Available balance verified               | <input type="checkbox"/>       | • Request received <b>in person</b> | <input type="checkbox"/> OR            |
| • Wire Transfer Agreement on file          | <input type="checkbox"/>       | • Request received <b>via email</b> | <input type="checkbox"/>               |
| • Client is authorized to request          | <input type="checkbox"/> Name: | • Additional bank approval          | <input type="checkbox"/> If applicable |
| • Client verbally verified <b>Wire PIN</b> | <input type="checkbox"/> PIN:  | • Exceptions noted & approved       | <input type="checkbox"/> If applicable |