



# International Wire Transfer

1020 W. Olive Avenue • Burbank, CA 91506  
T: 818.238.2950 • F: 818.238.2979  
mediacitycu.org

## SENDER/MEMBER INFORMATION

_____	_____	_____	
Last Name	First Name	MI	
_____	_____	_____	_____
Address	City	State	ZIP
_____	_____		
Daytime Phone	Email Address		
_____	_____		
Account Number	Password		

## FINANCIAL INSTITUTION INFORMATION

\$ _____	Currency: <input type="checkbox"/> USD <input type="checkbox"/> Foreign
Transfer Amount (Please refer to the Fee Schedule for applicable fees)	
_____	
BIC/Swift Code Number (8 to 10 characters long)	
_____	
Routing & Transit Number	
_____	
Financial Institution Name	
_____	
Financial Institution City/Country	
_____	

## BENEFICIARY INFORMATION

_____	_____	_____	_____
Last Name	First Name	MI	Phone Number
_____	_____	_____	_____
Address		City	
_____	_____	_____	_____
Country	Account Number		Account Type
_____			
International Bank Account Number (IBAN) <sup>1</sup>			
Wire Purpose <sup>2</sup> : _____			

<sup>1</sup> Required for Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Gibraltar, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Netherlands, Norway, Poland, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, and United Kingdom. <sup>2</sup> Required field for all international wire transfers.

**I hereby authorize Media City Credit Union to transfer funds by wire as shown above. I understand that my account will be debited for the amount of the wire and any applicable fees. I agree to hold Media City Credit Union harmless if the funds are not received and credited due to incorrect or incomplete information.**

\_\_\_\_\_  
Sender/Member Signature Date Time

Wire transfer requests received after 12:00pm will be processed the next business day.

Please read and sign the Wire Authorization Agreement on Page 2 →

# WIRE AUTHORIZATION AGREEMENT

## IMPORTANT: READ CAREFULLY

You authorize us, Media City Credit Union, to transfer funds (a funds transfer) as shown on the front of Outgoing Wire Transfer order. Our charges for the funds transfer are disclosed in our fee schedule. Other financial institutions involved in the funds transfer may impose additional charges.

We may fail to act or delay acting on a transfer order without any liability because of legal constraint, your negligence, interruption of communication facilities, equipment failure, war, emergency conditions, or their circumstances beyond our control. We may also fail to send or delay a transfer order without any liability if sending the order would violate any guideline, rule or regulation of any government authority. You agree that you have no rights against us for such actions.

We may, in our sole discretion, decline to process any Payment Order without cause and without prior notice. If we decline to process a Payment Order, we may notify you by any means, including orally, by email, or in writing. We will not process Payment Orders with incomplete required information fields.

You agree that we are not liable for consequential, special or exemplary damages or losses of any kind.

You have no right to cancel or amend this order. If you ask us to cancel or amend it, we will make a reasonable effort to act on your request. However, you agree not to hold us liable if for any reason this transfer order is not amended or canceled. You agree to reimburse us for any costs, losses or damages we incur in connection with your request to amend or cancel this transfer order.

If we try to cancel this funds transfer, we do not have to refund your money until we determine that the beneficiary has not received the money and the money is returned to us. If we return your money, the refund may not be equal to the amount of the original transfer order, after charges by the financial institution(s) and Media City Credit Union.

We have cutoff times for processing transfer orders. Orders received prior to 12:00 p.m., will be same day transmitted. If you give us the transfer order after the cutoff time, we may treat the transfer order as if we received it on our next business day. Funds transfer business days will include all normal business days of Media City Credit Union.

You must accurately identify beneficiaries of your transfer order. If you give us the name and account number of a beneficiary, we and other financial institutions may process the transfer order based on the account number alone, even though the number may identify a person other than the beneficiary named. If you give us the name and identifying number of a financial institution, we and the other financial institutions may process the transfer order based on the financial institution's identifying number alone, even though the number may identify a financial institution other than the financial institution named. In these cases, you are still obligated to pay us the amount of the transfer order.

Fedwire is the funds transfer system of the U.S. Federal Reserve Bank. We or other financial institutions involved may use Fedwire to make the funds transfer. If any part of the funds transfer is carried by Fedwire, your rights and obligations regarding the funds transfer are governed by regulation J of the U.S. Federal Reserve Board.

When a transfer order is issued by a member, the security procedure involves use of identification methods that may involve, photo identification, signature verification of original signature, confidential code word and/ or call back procedure by Media City Credit Union.

You authorize Media City Credit Union to debit your account to pay for this funds transfer. We notify you about the funds transfer by listing it on your statement. You must send us written notice, including a statement of relevant facts, within 14 calendar days after you receive the first account statement on which any unauthorized or erroneous debit to your account, or any other discrepancy between your records and ours appear. If you fail to notify us within this 14-day period, we are not liable, or obligated to compensate you, for any loss of interest or interest equivalent because of an unauthorized or erroneous debit. **By signing below, I agree to the terms and conditions of the Wire Authorization Agreement.**

\_\_\_\_\_  
Sender/Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Sender/Member Name

\_\_\_\_\_  
Time

**FOR CREDIT UNION USE ONLY**

MSR \_\_\_\_\_  Password/ID  #73  >5000 \_\_\_\_\_  Tranzact \_\_\_\_\_  >2500  Confirmation Page