

**Brandeis University**  
**Wire Transfer Information Sheet**  
(Attach to the Payment Request Form)

Value Date: \_\_\_\_\_

***Beneficiary Bank Information:***

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

ABA # (domestic wires only): \_\_\_\_\_

Swift Code (international wires only): \_\_\_\_\_

Beneficiary Account Name: \_\_\_\_\_

Beneficiary Bank Account Number or IBAN number: \_\_\_\_\_

Reference: \_\_\_\_\_

Amount: \_\_\_\_\_

***Intermediary Bank Information:***

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

ABA #: \_\_\_\_\_

Beneficiary Bank Account Number: \_\_\_\_\_

Reference: \_\_\_\_\_

Prepared By: \_\_\_\_\_ Extension: \_\_\_\_\_

Department: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Approval 1. \_\_\_\_\_ Date: \_\_\_\_\_

Approval 2. \_\_\_\_\_ Date: \_\_\_\_\_

A/P Reviewed: \_\_\_\_\_ Date: \_\_\_\_\_

Wire Initiated By: \_\_\_\_\_ Date: \_\_\_\_\_

Wire Released By: \_\_\_\_\_ Date: \_\_\_\_\_