RiverBank

REQUEST A DOMESTIC WIRE TRANSFER

Dear Customer:

To request a Domestic Wire Transfer, follow the steps below. Please submit your request by 2:00pm PST to allow time for verification and processing for that business day. Requests received and verified after 2pm PST may be processed the next business day.

1. If you have not previously completed an Agreement for Wire Transfer Services, please contact your RiverBank representative to complete the Agreement.
2. Complete the Wire Transfer Request Form:
    a. Ensure that the account number and name of the Beneficiary are accurate, and the Routing and Transit (ABA) number of the Beneficiary's Bank is accurate.
3. Return the complete Wire Transfer Request form. Below are the following options for returning the completed Wire Transfer Request form to RiverBank:
    a. Secure Email
    b. Upload and submit through Online Banking
    c. In Person
4. A RiverBank Representative will verify the form before the request is processed. If additional follow-up is required, a RiverBank Representative will contact you at your phone number in our records. After the form has been verified, we will process your wire transfer.

Accurately completing the form and clear communication are keys to successful wire transfers. As always, your RiverBank Representative is happy to assist, please contact them with any questions.

Other Wire Services:
Please contact your RiverBank Representative for International Wire Transfer instructions or to setup a repetitive wire transfer.

Glossary of Terms:

- Domestic Wire Transfer – Wire directly to a US Bank, in US dollars. Processing times by Receiving Bank may vary.
- Routing and Transit (ABA) Number: This is the nine digit Fedwire number assigned to a financial institution in the United States. This **may not be** the same ABA number found on the bottom of checks or deposit slips. It is strongly recommended that the beneficiary verify with their bank the ABA number and all wiring instructions.
- Beneficiary Bank – The Bank at which the Beneficiary holds their account.
- Intermediary Bank – An intermediary bank that acts on behalf of the Beneficiary Bank. Payments will reach the Intermediary bank before being credited to the Beneficiary Bank.
- FI to FI Information – Use this field to enter additional information you would like sent with the wire (i.e. Escrow number, Invoice Number, Further Credit to Information).

RiverBank

DOMESTIC WIRE TRANSFER REQUEST

PLEASE TYPE OR PRINT CLEARLY
Submit by 2:00 pm PST for same day processing*

ORIGINATOR (SENDER) INFORMATION

DATE OF REQUEST (mm/dd/yyyy)

BEST CONTACT PHONE NUMBER

NAME AS IT APPEARS ON THE ACCOUNT

First and Last Name or Business Name

ACCOUNT OWNER STREET ADDRESS

Street Address (No P.O. Boxes)

City *State* *Zip Code*

RIVERBANK ACCOUNT NUMBER TO BE DEBITED

DOLLAR AMOUNT TO BE WIRE TRANSFERRED

$

In USD only

SIGNATURE OF AUTHORIZED SIGNER/ACCOUNT OWNER

Date

PRINT NAME OF AUTHORIZED SIGNER ACCOUNT OWNER

***Requests **received** and **verified** **before 2pm** PST on a business day will be processed the same day. Requests received and verified **after 2pm** will be processed the next business day.

BENEFICIARY (RECEIVER) INFORMATION

BENEFICIARY NAME

BENEFICIARY ADDRESS

Street Address (No P.O. Boxes)

City *State* *Zip Code*

BENEFICIARY BANK NAME

Bank where Beneficiary Account is held

BENEFICIARY BANK ROUTING AND TRANIST (ABA) NUMBER

BENEFICIARY BANK ACCOUNT NUMBER *(Receiver)*

INTERMEDIARY BANK NAME (Only if necessary)

INTERMEDIARY BANK ABA NUMBER *(9 Digits)*

FI to FI INFORMATION:

Additional information to Beneficiary or Receiving Bank

BANK USE ONLY

Customer Identity Authenticated: _____ Agreement on File: _____

Funds Verified: _____ Credit Acct # 10210

Callback Completed (if req'd): _____ Wire Fee: **$** _____

Callback Contact: _____ Disbursement Approval: _____