

## Foreign Payment Requirements

The following information is required by the Office of the Treasurer to make **International** - U.S. Dollar or Foreign Currency - wire transfers.

Not every item is mandatory.

- **Bank Name (REQUIRED):**
- **Bank Address (REQUIRED):**
- **SWIFT Code (if available):**
- **IBAN (generally for Euro payments):**
- **Bank or Branch or Sort code (if applicable):**
  - UK uses a sort code
  - Germany uses a BLZ code
- **Name on the account (Payee) (REQUIRED):**
- **Account Number (REQUIRED):**
- **Address of Payee (not required, but highly recommended):**
- **Currency Requested (REQUIRED) (Euro, Yen, British Pounds, USD, etc):**
- **Amount in Currency Requested (REQUIRED)**
  - **Please do not convert currencies. Currency rates fluctuate constantly.**