DOMESTIC WIRE INSTRUCTIONS

Sending a wire*

IMPORTANT: Cutoff times for sending and receiving Domestic wires is 4pm MST during business hours

Once you know who you are sending your wire to please provide your Colorado Credit Union representative with the information listed below:

- ✓ Reason and/or purpose of the wire
- ✓ Amount you are sending
- ✓ Beneficiary information (Receiver)
 - ✓ Account Name
 - Primary name on the account
 - ✓ Account and routing number
 - ✓ Physical address (Not a PO Box)
- ✓ Receiving Financial Institution information
 - ✓ Financial Institution name
 - ✓ Physical address (Not a PO Box)
 - ✓ Any additional information
- ✓ Please have the receiver verify this information with their Financial Institution.
 - ✓ Some Financial Institutions will provide a form or "Wire Instructions" for how they would like the information delivered, this is highly recommended but not required

Receiving a wire

- ✓ Please see the <u>Incoming Wire Instructions</u> to access the instructions to give to the sender
- ✓ You will need to fill out the primary name on your account as well as your 13-digit MICR number
 associated with your account. You can locate this number on the bottom of your checks or
 through "Details" in digital banking.

IMPORTANT:

Please note once funds have been sent, there is no way to cancel it; therefore, please be aware when sending funds via wire. Do not send them money unless you personally know and trust them.

Additional CCU Wire Resources: CCU Wire Transfer Agreement and Service Fees

*Fees may apply

