**University of Connecticut**

**Wire Form**

|  |  |
| --- | --- |
| **Amount of Vendor Invoice\*****(must match invoice)** |  |
| **Currency of Vendor Invoice\*****(must match invoice)** |  |
| **Currency to be Sent\*** |  |
| **Purpose of Payment\*** | Select from Dropdown |
| **Payment Frequency\*** | Select from Dropdown |
| **Bank Country\*** |  |
| **Swift Code\*****(international banks *only*)** |  |
| **Receiving Bank\*** |  |
| **Bank Routing Code** |  |
| **Beneficiary Account Number or IBAN\*****(IBAN number is required for certain EU countries.****To check:** [**https://www.xe.com/ibancalculator/countrylist**](https://www.xe.com/ibancalculator/countrylist)**)** |  |
| **Make EFT Payable To\*** |  |
| **Beneficiary Street Address\*** |  |
| **Beneficiary City and Country\*** |  |
| **Reference Information\*** |  |
| **Husky Buy Document #\*** |  |
| **Form Completed By\*****(If completed by vendor, please provide email from vendor confirming accuracy of account information with this form attached to the email)** |  |

**For DVs:** Please complete and attach this form and related backup to the DV requisition in Husky Buy.

**For PO Invoices:** Please include this completed form and related backup when submitting the invoice to APInvoices@uconn.edu

Please Note: Wires are sent on Wednesdays only.

 Please submit DV/PO Invoice appropriately to ensure payment is sent by due date.

**Fields with \* are required**