



## Outgoing Wire Transfer Request Form

**To request an outgoing wire transfer:** Upload, fax or mail this completed form using the instructions below accompanied by a copy of the front of an unexpired, government issued photo identification. Please see additional instructions and wire transfer terms below the form.

**Upload:**

Business Customers: <https://accountmaintenance.appliedbank.com/business>

Retail Customers: <https://accountmaintenance.appliedbank.com>

**Fax:** 302-456-1013

**Mail:** Applied Bank, 2200 Concord Pike, Suite 102, Wilmington, DE 19803

Please contact Customer Service to confirm the receipt of your wire or for further assistance at 888-839-7952.

### ORIGINATOR (Account Holder) INFORMATION

NAME:		
ADDRESS:		
SSN OR EIN:		
AMOUNT TO BE WIRED:	\$	Domestic Wire Fee: \$20
PURPOSE OF TRANSFER:		

### RECIPIENT (Beneficiary) INFORMATION

RECEIVING BANK NAME:		
RECEIVING BANK ADDRESS:		
RECEIVING BANK ABA (Routing Number):		
CREDIT TO ACCOUNT NAME:		
CREDIT TO ACCOUNT #:		
FURTHER CREDIT TO NAME (If Applicable):		
FURTHER CREDIT TO ACCOUNT #:		
RECIPIENT NAME AND ADDRESS: (Beneficiary)		

### ORIGINATOR AUTHORIZATION

ORIGINATOR SIGNATURE:		DATE:
ACCOUNT NUMBER:	#	

## CUSTOMER INSTRUCTIONS

To request a wire, upload, fax or mail a completed request form accompanied by a front copy of an unexpired, government issued photo identification. The Bank will adhere to established security procedures to verify your identity. Cutoff hours are 2:00 pm EST for domestic wires. See terms below for information about possible delays in processing wire requests.

### Wire Transfer Terms

1. Customer ("You") authorize Applied Bank ("Us") to make the funds transfer described on this form, to deduct the funds and any fees from my account.
2. The Customer shall be liable to the bank for and shall indemnify, defend and hold the Bank, its affiliates, officers, directors, employees and agents harmless from any and all claims, causes of action, damages, expenses (including reasonable attorney's fees and legal expenses), liabilities and other losses resulting from acts, omissions, or provision of inaccurate data, by the Customer or any other person acting on the Customer's behalf, including without limitation: a) a breach of any provision of this Agreement; b) the Bank's debiting or crediting of the account of any person as requested by the Customer; c) any failure to act or delay by any financial institution other than the Bank. If we cannot complete a transfer, we will notify you orally or in writing by the end of the next business day upon your instructions.
3. If you identify the Beneficiary, the Beneficiary Bank or an Intermediary Bank by name and number, payment of the order may be made based on the number alone, even if it identifies a person or bank different from that shown on the first page of this form.
4. We may transfer funds through an intermediary bank or funds transfer system which is different from that shown in your instructions.
5. If we receive your payment order after our processing cutoff hour or on a Saturday, Sunday or holiday, we may process it on the next funds-transfer business day. A delay may also occur if an Intermediary Bank or the Beneficiary's Bank is not accepting a payment order (e.g., due to a holiday).
6. You do not have a right to cancel or amend your order. You agree to hold us harmless from all claims and damages.
7. If your transfer is made from an account with us, it will be reflected on your next periodic statement. You will not receive any other notice from us regarding your transfer. You agree to notify us immediately if you notice any discrepancy between your statement and this payment order or you discover a problem with your transfer. You must send us a written notice of the problem, including a statement of the relevant facts, within a reasonable time (not to exceed 14 days from the date you first discover the problem or receive a statement or notice reflecting the erroneous transfer, whichever occurs first). Upon requesting a payment order we reserve the right, prior to debiting your account for the requested transfer, to place a hold on your account for the amount of funds requested to be transferred.
8. We will not be liable for consequential, special or exemplary damages or losses of any kind. We will not be liable for any failure to act or delay due to: a lack of sufficient available funds in your account; circumstances beyond our reasonable control; fire, flood or natural disasters; communication failure; labor disputes; any inaccuracy or ambiguity in your instructions; the action or inaction of other; or any applicable government or funds-transfer system, rule, policy or regulation.