

# Johns Hopkins University

Non-Standard DOMESTIC Wire

Release Date \_\_\_\_\_

NOTE: All wire requisitions and supporting documents must be received by the Treasury Department no later than 9:00am, one business day prior to when the wire is to be sent.

Vendor number \_\_\_\_\_

Beneficiary Account Name \_\_\_\_\_

Beneficiary Bank Account Number \_\_\_\_\_

Name of Beneficiary Bank \_\_\_\_\_

City and State of Bank \_\_\_\_\_

ABA or Routing Number \_\_\_\_\_

Purpose of Wire \_\_\_\_\_

P.O. # to be charged (if applicable) \_\_\_\_\_

SAP GL Account	SAP Cost Center	SAP Internal Order	SAP Fund	US \$

Total Wire Amount \$ \_\_\_\_\_

Department Email Address \_\_\_\_\_

Prepared By \_\_\_\_\_

Signature                      Print Name                      Phone Number                      Date

Supervisor Approval \_\_\_\_\_

Signature                      Print Name                      Phone Number                      Date

Reviewed By \_\_\_\_\_

Signature                      Print Name                      Date

Originated By \_\_\_\_\_

Signature                      Print Name                      Date

Released By \_\_\_\_\_

Signature                      Print Name                      Date

Treasury Approval \_\_\_\_\_ Bank Reference \_\_\_\_\_

Over \$10,000  
Initials

WR-03