

Electronic Funds Transfer Authorization - (Setup, Delete or Renew Repetitive EFT)



**LOYOLA
UNIVERSITY
CHICAGO**

Preparing people to lead extraordinary lives

Department _____

- Setup New Repetitive ACH/Wire Transfer
- Delete a current Repetitive ACH/Wire Transfer
- Change/Renew a current Repetitive ACH/Wire Transfer

Remarks-Intended Use of Wire _____

Expected Frequency of Wire _____

MAXIMUM Dollar Value _____

Receiving Bank Name _____

Receiving Bank City, State & Country _____

US - ABA Routing Number or Foreign - Swift or BIC Code _____

Beneficiary Account Name _____

Beneficiary Account Number (Foreign IBAN Number) _____

Attention (If Applicable) _____

Further Credit (If Applicable) _____

Budget Administrators Authorized
To Approve Transfer _____

Charge Budget or General Ledger Acct No. _____

Requested by: _____ Date: _____

Budget Administrator (print): _____ Date: _____

Budget Administrator (sign): _____ Date: _____

Accounts Payable (sign): _____ Date: _____

General Accounting or SPA: _____ Date: _____

Assistant Treasurer: _____ Date: _____