

**University of California, Berkeley
Foreign Bank Authorization Form**

Form must be typed. Forms with hand-written information and/or lacking completed fields will be returned. [Review banking code definitions](#)

Payee Information

Payee _____
Street Address _____
City and Country _____
Vendor Number* _____

**Must be filled out by Department before submitting.*

Bank Information

Bank Name _____
Bank Address _____
Name on Account _____
Payee Bank Account Number _____
SWIFT code (8-11 digits alphanumeric) _____
IBAN (Primarily Europe - length varies) _____
CLABE (Mexico wires - 18 digits) _____
Sort Code/Other Banking Codes, please specify: _____

Intermediary Bank (if required by receiving bank)

Bank Name _____
Bank Address _____
Account Number _____
(Optional) ABA Number/SWIFT code _____

Wire Authorization

I hereby authorize: (Check the appropriate selections)

the University of California, Berkeley to deposit payments via Wire Transfer, and the above named financial institution to credit payments to this account.

the University of California, Berkeley to cancel my wire payment election.

This authorization will remain in effect until canceled in writing. A new authorization form must be completed if you close this bank account or if you wish to designate a different bank account to receive the funds. Failure to notify the Accounts Payable Office of a change in account information will cause a delay in receiving your payments and may result in your payment being subject to additional bank fees.

Signature: _____ Date: _____
Wet or Certified Digital Signatures Only

If company, please print your name: _____ Title: _____

Return Form to: disburse@berkeley.edu or mail to U.C. Berkeley, Disbursements Office, 2195 Hearst Ave., Room 159, Berkeley, CA 94720-1101

Note: Payees are encouraged to check with their banks for additional wire transfer requirements. For example, in some countries payees need to confirm receipt of the wire transfer before funds can be applied to the payee's account.