Wire Transfer Instructions Form Template

Sender Details

- **Name:** _____
- **Contact Information:** _____

Recipient Details

- **Name:** _____
- **Bank Name:** _____
- **Account Number/IBAN:** _____
- **SWIFT/BIC Code (if international):** _____

Transfer Details

- **Amount:** _____
- **Currency:** _____
- **Reason for Transfer:** _____

Checkboxes for Special Instructions

☐ **Notify recipient**

☐ **Provide receipt**

Table for Reference Details

Field Name	Data Entered	Verified By	Date
Sender Name			
Recipient Bank			

Amount			
Purpose			