

Western Union Funds Transfer Form

Recipient's Information

| | | | |
|----------------------------------|--|-------------------------------------|--|
| Name | | Foreign Currency/USD Equivalency | |
| Address | | | |
| City, State and Zip Code | | | |
| Phone | | Desired Currency | |
| Date of Birth | | Purpose of Transfer | |
| Email Address | | Funds Destination | |
| Vendor Number | | MTCN Tracking Number | |
| Challenge Question and Answer | | | |

Budget Information

| | | | |
|-------------|------|-----------------|-------|
| Cost Center | Fund | GL | US \$ |
| | | | |
| | | Total Amount \$ | |

Requesting Department Approval

| | | | | |
|--------------------------------|------------|-----------|-------|------|
| Prepared By: | | | | |
| | Print Name | Signature | Phone | Date |
| Departmental Administrator: | | | | |
| | Print Name | Signature | Phone | Date |
| Divisional Business Office: | | | | |
| | Print Name | Signature | Phone | Date |

Treasury Office Use Only

| | | | | | | |
|----------------|------------|-----------|------|----------------|--|------|
| Reviewed By: | | | | Lora Tutman | | |
| | Print Name | Signature | Date | Print Name | Signature | Date |
| Originated By: | | | | | External Approvals (If Needed) Initials: | |
| | Print Name | Signature | Date | Phone | | |
| Released By: | | | | | | |
| | Print Name | Signature | Date | Phone | | |