

To All Preparers and Approvers of International Wire Forms,

Effective immediately, when transferring to any European Economic Area (EEA) via wire payment it is required to include the full International Bank Account Number (IBAN) on the wire form regardless of currency type being transferred.

IBANs are the international standard for identifying bank accounts across national borders that help minimize the risk of transaction errors.

Providing the IBAN for these outgoing transactions, regardless of currency type, allow banks to accept and process payments without unnecessary delays.

All wire forms (requesting payments to EEA countries) without a correct IBAN will be sent back to the originating department for completion.

List of European Economic Area (EEA) countries

Countries comprising the European Economic Area are as follows:

- Austria
- Belgium
- Bulgaria
- Croatia
- Cyprus
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland
- Ireland
- Italy
- Latvia
- Liechtenstein
- Lithuania
- Luxembourg
- Malta
- Netherlands
- Norway
- Poland
- Portugal
- Romania
- Slovakia
- Slovenia
- Spain
- Sweden
- United Kingdom

Thank you in advance for your cooperation regarding the above procedures,

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