



# The University of Georgia

Office of the Vice President for Finance and Administration

**Bursar's Office**

## Vendor ACH or Wire Information Form

University units requesting funds to be sent via ACH or wire to UGA's bank account are required to gather the information below from the initiator:

### Initiating Bank Information

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Country or State of Origin: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Originator ID: \_\_\_\_\_

### Payer Information

Institution or Company: \_\_\_\_\_

Dollar Amount of Transfer: \_\_\_\_\_

Invoice Number: \_\_\_\_\_

Payer Contact: \_\_\_\_\_

Payer Email Address: \_\_\_\_\_

### Recipient Information

UGA Department: \_\_\_\_\_

UGA Department Contact: \_\_\_\_\_

Please forward the VendorACH or Wire Information Form along with the Electronic Funds Transfer Deposit Transmittal to the Bursar's Office (bursar@uga.edu or fax 706-583-0832).

Business Services Building • Athens, Georgia 30602-4227

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