

WIREFRANSFER INSTRUCTIONS



We have recently changed our bank account for accepting wire transfers. Effective July 1, 2017, all wire transfers must be sent to Bank of America. Please use the updated bank information shown below.

All wire transfers must be made in U.S. currency. All clubs, including clubs outside the United States, are responsible for transferring the correct amount in U.S. dollars. Clubs will be billed for any difference between the amount received in Toastmasters' Bank of America account and the amount due for membership renewal dues, new membership dues or supply orders.

Each wire transfer transaction is subject to a fee charged by the issuing bank. **In addition, Toastmasters International charges \$10 per transaction; this fee is standard for all wire transfers.**

To ensure that your club account is properly credited, please include your district and club numbers in your bank transaction information and in all correspondence with World Headquarters.

To verify the funds and ensure that your club account is properly credited, please fax the bank wire confirmation with your club name and number to 949-858-1207, ATTN: Finance Department. Alternatively, you may email the confirmation to financequestions@toastmasters.org.

Toastmasters' bank information is as follows:

Bank of America, N.A.
ADDRESS: 520 Newport Center Drive, Suite 1000
Newport Beach, CA 92660

ACCOUNT NUMBER: 325000597890
ABA NUMBER: 026009593
SWIFT CODE: BOFAUS3N

CLUB NAME: _____
CLUB NUMBER: _____

ATTENTION CLUBS: PLEASE INCLUDE YOUR CLUB NAME AND CLUB NUMBER ON THE BANK WIRE TRANSFER FORM.