



# NOTICE OF WIRE TRANSFER & ACH PAYMENT

In order for wire funds to be properly applied  
PLEASE REMIT A COPY OF THIS FORM to your Office Manager

## CLIENT INFORMATION

Client Name \_\_\_\_\_ Date \_\_\_\_\_  
Client Email Address \_\_\_\_\_ Client Phone # \_\_\_\_\_

## WIRE INFORMATION

Wired Amount \$ \_\_\_\_\_ Wire Date \_\_\_\_\_  
Name of Originating Bank \_\_\_\_\_  
Wire Confirmation Number \_\_\_\_\_

## AGENT & PROPERTY INFORMATION

Agent Name \_\_\_\_\_ Office \_\_\_\_\_  
Property Address \_\_\_\_\_

## WIRE INSTRUCTIONS

Company: \_\_\_\_\_  
\_\_\_\_\_  
Bank: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Account #: \_\_\_\_\_  
ABA #: \_\_\_\_\_

## ACH INSTRUCTIONS

Company: \_\_\_\_\_  
\_\_\_\_\_  
Bank: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Account #: \_\_\_\_\_  
ABA #: \_\_\_\_\_

Please note ABA# is different for Wire and for ACH Payment

Swift Code is: \_\_\_\_\_

Reference Field: Please enter agent name & property address

The Gonzalez Property Group LLC.  
Will return to the sender any third party  
funds (rent, security, etc.).

