



## BANKING INSTRUCTIONS

<b>Last name:</b> (must match the name of the beneficiary bank account)		<b>First name:</b> (must match the name of the beneficiary bank account)	
<b>Organization/Office:</b>	<b>Duty station</b> (City, Country):	<b>Phone number:</b>	<b>Index number:</b> (only for active staff members)
			<b>Insurance number:</b>
<b>Mailing address:</b> (must match the address of the beneficiary bank account)			
<b>E-mail address:</b>			

<b>Name of bank:</b>	
<b>Address of bank:</b>	<b>Country of bank:</b>
<b>International bank account number (IBAN):</b> For all the Countries where the IBAN is mandatory in cross border payments	
<b>Account number:</b>	<b>Bank SWIFT code:</b>
<b>Currency of bank account authorized:</b> <input type="checkbox"/> USD <input type="checkbox"/> CHF <input type="checkbox"/> EUR <input type="checkbox"/> GBP <input type="checkbox"/> AUD <input type="checkbox"/> CAD <input type="checkbox"/> DKK <input type="checkbox"/> HUF <input type="checkbox"/> JPY <input type="checkbox"/> MXN <input type="checkbox"/> NOK <input type="checkbox"/> NZD <input type="checkbox"/> PLN <input type="checkbox"/> SEK <input type="checkbox"/> SGD <input type="checkbox"/> THB <input type="checkbox"/> ZAR	<b>Corresponding bank:</b> <u>For all USD payments outside the USA*</u>
<b>Additional information**:</b>	

*\* Kindly obtain the Corresponding Bank information from your bank to avoid possible higher bank fees charged by our default corresponding bank.*

\*\* If your Bank Account belongs to one of the following countries, kindly provide the additional information indicated:

- ⇒ AUSTRALIA and NEW ZEALAND: Please provide your 6-digit BSB Code, CANADA: Please provide your 8-digit Transit Number, MEXICO: Please provide your 18-digit CLABE, USA: Please provide your ABA Routing Number, UK: please provide your 6 digits Sort Code

<b>Signature:</b> (Primary member)	<b>Date:</b>
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