



# WIRE TRANSFER INSTRUCTIONS

Instructions for Membership & Booth Payments



AWFS® IS NOT responsible for any fees deducted from the final wire amount received, including fees charged by intermediary banks involved in the wire transaction. AWFS® needs to receive the exact amount invoiced or you will continue to receive an additional invoice until the total is paid in full.

**STEP 1** Please convert all monies to US Funds prior to transfer

AWFS® Fair Booth Payment Amount: \$ \_\_\_\_\_

AWFS® Membership Payment Amount: \$ \_\_\_\_\_

Other: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

**AWFS Wire Fee + \$50.00**

Total Amount to Wire \$ \_\_\_\_\_  
*(In U.S. Funds)*

**STEP 2** Wire AWFS® payment to our financial institution

Payments will be made to: Association of Woodworking & Furnishing Suppliers

AWFS Bank: City National Bank Bank Account: 13985073  
5601 East Slauson Ave SWIFT Code: CINAUS6L  
City of Commerce, CA 90040 ABA Number: 122016066  
Phone: (322) 838-4000

**STEP 3** Submit this form to AWFS® along with any other important confirmation receipts

COMPANY NAME \_\_\_\_\_ DATE \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

Request confirmation from AWFS®  Request Receipt from AWFS®  Request Revised Invoice from AWFS®

Request Other: \_\_\_\_\_

**SUBMIT YOUR WIRE CONFIRMATION BY:**

**FAX: (323) 838-9443 OR EMAIL: [angela@awfs.org](mailto:angela@awfs.org)**

**Questions? Contact Angela Hernandez at (800) 946-AWFS (2937)**