Verbal Confirmation of Wire Instructions

Although wiring funds is convenient, it is also dangerous. Malicious third-parties are increasingly intercepting wire instructions, providing false instructions, and fake phone numbers. These schemes can be very sophisticated. The results can be financially catastrophic.

If you send or receive wire transfer instructions, please proceed with extra caution and do the following:

- Make a note of your contact's phone number at the beginning of the relationship and always use only that number (not the number contained in subsequent e-mails) to confirm wire instructions.
- DO NOT EVER WIRE FUNDS PRIOR TO CALLING YOUR CONTACT TO CONFIRM WIRE INSTRUCTIONS.
- Verify the wire transfer instruction is legitimate and confirm that the bank routing number, account numbers and other codes are all accurate
- Take steps to ensure the system you are using is secure. These steps include creating strong passwords, using secure Wi-Fi, and not using free services.

If you believe you have received questionable or suspicious wire instructions, immediately notify your contact at Provider's office.