



# FINANCIAL COOPERATIVE ASSOCIATION OF INTERNATIONAL CIVIL SERVANTS

COOPERATIVE SOCIETY SA - R.C. N° B35566

**REGISTERED OFFICE**  
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**POSTAL ADDRESS**  
BP 268  
L-2012 LUXEMBOURG

**TELEPHONE**  
(+352) 42 36 61 1

**FACSIMILE**  
(+352) 42 36 61 240

**INTERNET**  
WWW.AMFIE.ORG

**E-MAIL**  
AMFIE@AMFIE.ORG

## Standing order instruction

This form must be sent to AMFIE by post or fax

For AMFIE use only

Fax: \_\_\_\_\_ Sign: \_\_\_\_\_

Balance: \_\_\_\_\_ Exe: \_\_\_\_\_

Confirmation tel. on: \_\_\_\_\_

Reason: \_\_\_\_\_

**Full name** (capital letters): Mr, Mrs, Ms \_\_\_\_\_

AMFIE account No.: \_\_\_\_\_

Your actual telephone or email: \_\_\_\_\_

Amount and currency of the withdrawal (capital letters): \_\_\_\_\_

Amount (in figures): \_\_\_\_\_

I authorize AMFIE to proceed with a foreign exchange transaction if necessary.

I authorize AMFIE to draw on my savings account if my current account does not contain sufficient funds to make this withdrawal.

Date and signature: \_\_\_\_\_

### New

### Modification

### Cancellation

Frequency :

Monthly

Quarterly

Other (specify) \_\_\_\_\_

From

Day Month Year

Ending on

Day Month Year

OR

until further notice

**IMPORTANT:** AMFIE will send a transfer instruction to its banks within two working days of receipt of your instruction. If a simultaneous currency exchange is being requested, this delay is extended to four working days. For any withdrawal > € 50,000 or equivalent in other currencies, the delay is increased by a minimum of five working days.

### by cheque

to be deposited in (country): \_\_\_\_\_

Please issue a cheque in my name

Please issue to the order of (capital letters): \_\_\_\_\_

Send the cheque to (name and address): \_\_\_\_\_

Registered mail (will be charged 5 €)

### by transfer

Full name and address of beneficiary (capital letters): \_\_\_\_\_

Name and address of beneficiary's bank: \_\_\_\_\_

IBAN (International Banking Account Number) or Numéro de compte

Bank Identification Code (SWIFT) / ABA Routing Number

Currency of the account to be credited : \_\_\_\_\_

Message (capital letters): \_\_\_\_\_

**IMPORTANT:** Your transfer instruction should indicate the complete account reference. As a rule, the more details you provide, the lower the risk of errors or delays in executing your instruction.