



## REQUEST FOR AMENDMENT OR CANCELLATION OF REMITTANCE

☐ New York Branch  
1045 Avenue of the Americas  
New York, NY 10018  
Tel: 212-935-3101

☐ Queens Branch  
42-35 Main Street  
Flushing, NY 11355  
212-925-2355

☐ Los Angeles Branch  
44 South Flower Street  
Los Angeles, CA 90071  
213-688-8700

☐ Chicago Branch  
111 S. Wacker Drive, Suite 4800  
Chicago, IL 60606  
312-506-8688

Date: \_\_\_\_\_

Sir/Madam:

Regarding your Reference No. \_\_\_\_\_ Amount \_\_\_\_\_ Transaction date \_\_\_\_\_

As stated above, I \_\_\_\_\_ do hereby request Bank of China to:

☐ Cancel and refund the above mentioned transfer to me.

☐ Amend the transfer to the following:

Payee's name amended to: \_\_\_\_\_

Payee's account number amended to: \_\_\_\_\_

Payment purpose amended to: \_\_\_\_\_

I understand that refund for foreign currency remittance is at the bank's current buying rate, and also refund can only be made by the bank upon receipt of its correspondent's relative confirmation and of proof satisfactory that this transfer indeed has not been completed. I will be responsible for all expenses incurred for this request.

Received USD \_\_\_\_\_ on \_\_\_\_\_ for amending payee's Name / account number / payment purpose / cancel payment order.

Teller initial: \_\_\_\_\_

Requested by: \_\_\_\_\_  
Remitter's Signature

Processed by: \_\_\_\_\_

Phone number: \_\_\_\_\_

Verified by: \_\_\_\_\_

Date: \_\_\_\_\_