

Domestic Wire Transfer Payment to GSA

What you need to know:

- You have **two business days** to pay for your contract from the date of award.
- **It can take several days** from the date your bank sends the wire transfer to the date GSA PPM receives notification of the funds. Therefore, you should notify the Sales Contracting Officer **immediately after sending the wire transfer**.
- **You cannot pick up property until you receive your Purchaser's Receipt** (generated once funds are applied to your account).

Action before sending:

Notify the GSA's Sales Contracting Officer on the day of your award that you intend to pay via wire transfer.

Critical information to include:

*GSA's Financial Information	
Bank Name	NYC Treasury
ABA/Routing Number	021030004
Beneficiary Account Name:	General Services Administration
Beneficiary Account Address:	2300 Main Street, Kansas City, MO. 64108
Beneficiary Account Number	47000016
Bank Address	Federal Reserve Bank of NY: 33 Liberty Street New York, NY. 10045
Wire Description (Block 6000)	MUST include: <ul style="list-style-type: none">• Sale/lot Number(s) (example 41QSCI22101003)• Sales Contracting Officer's Name (found on your award email)• Your full name
Amount	Critical Information: <ul style="list-style-type: none">• The amount MUST equal what is owed to GSA (no less, no more).• Ensure your bank understands that the amount you send to GSA can't include wire transfer fees.• GSA cannot process wire transfers that require a refund.

Action after sending:

Notify the Sales Contracting Officer of the following (**to avoid going into default**):

- **Date of the wire transfer payment**
- **Sale/lot number(s)**
- **Amount of the wire transfer**

Questions?

Contact Matthew Miller at matthew.w.miller@gsa.gov or 816-489-4756

Format for Wire Transfer Message to Treasury

Type/Subtype Code (1510)	Amount (2000)	Account #
10 00	_____.	47000016
Sender Financial Institution ABA/Routing # (3100)		Sender Reference (3320)
Receiver Financial Institution ABA/Routing # (3400)		Beneficiary Account (4200)
021030004 TREAS NYC		47000016 - General Services Administration
Originator to Beneficiary Additional Information (6000)		
DDA 540012		
Sale No. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Lot No. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
SCO (Sales Contracting Officer) Name: _____		
The Heartland Finance Center's Financial Institution mailing address is:		
Federal Reserve Bank of NY 33 Liberty Street New York, NY 10045		